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The Saltire

1975

1976



College Calendar — 1975-76

FALL TERM

Aug. 31-Sept. 2	Sunday-Tuesday	New Student Orientation
September 3	Wednesday	Fall Term Registration
September 4	Thursday (8:30 a.m.)	Classes begin
September 11	Thursday (5:00 p.m.)	Last day to add a course for Fall Term
September 18	Thursday (5:00 p.m.)	Last day to drop a course without a grade
October 2	Thursday	Registration for off-campus Winter Term courses
October 2	Thursday (5:00 p.m.)	Spring Term and Summer Term grades of "I" and "E" become "F" if not removed
October 10	Friday (5:20 p.m.)	Fall recess begins
October 15	Wednesday (8:30 a.m.)	Fall recess ends
October 23	Thursday	Advanced registration for Winter Term courses
October 24	Friday (5:00 p.m.)	Mid-Term grades due
November 12	Wednesday (5:00 p.m.)	Last day to drop a course with a "WP" or "WF"
November 13	Thursday	Advanced registration for Spring Term (NO CLASSES)
November 25	Tuesday (5:20 p.m.)	Thanksgiving recess begins
December 1	Monday (8:30 a.m.)	Thanksgiving recess ends
December 11	Thursday (5:20 p.m.)	Last class day of Fall Term
December 12, 13, 15, 16, 17	Friday, Saturday, Monday, Tuesday, Wednesday	Fall Term final examinations
December 17	Wednesday (5:00 p.m.)	Fall Term ends
December 18	Thursday (12:00 m.)	Residence Halls close
December 18	Thursday (12:00 m.)	Fall Term grades due

WINTER TERM

January 5	Monday (8:30 a.m.)	Winter Term begins
January 6	Tuesday (5:00 p.m.)	Last day to add a course for Winter Term
January 30	Friday (5:00 p.m.)	Winter Term ends
February 2	Monday (5:00 p.m.)	Fall Term grades of "I" and "E" become "F" if not removed
February 2	Monday (5:00 p.m.)	Winter Term grades due

SPRING TERM

February 3	Tuesday	Orientation of new students
February 3	Tuesday	Spring Term Registration
February 4	Wednesday (8:30 a.m.)	Classes begin
February 11	Wednesday (5:00 p.m.)	Last day to add a course or to drop a course without a grade for Spring Term
March 1	Monday (5:00 p.m.)	Winter Term grades of "I" and "E" become "F" if not removed
March 23	Tuesday (5:00 p.m.)	Mid-Term grades due
March 26	Friday (5:20 p.m.)	Spring recess begins
April 5	Monday (8:30 a.m.)	Spring recess ends
April 13	Tuesday (5:00 p.m.)	Last day to drop a course with a "WP" or "WF"
April 21	Wednesday	Advanced registration for Fall Term, 1976 (NO CLASSES)
May 12	Wednesday (5:20 p.m.)	Last class day of Spring Term
May 13, 14, 15, 17, 18	Thursday, Friday, Saturday, Monday, Tuesday	Spring Term final examinations
May 18	Tuesday (5:20 p.m.)	Spring Term ends
May 19	Wednesday (12:00 m.)	Senior grades due
May 20	Thursday (12:00 m.)	All Spring grades due
May 22	Saturday	Commencement
May 22	Saturday (5:00 p.m.)	Residence halls close

SUMMER TERM

June 7	Monday (8:00 a.m.)	First Summer session begins
July 9	Friday (5:00 p.m.)	First Summer session ends
July 12	Monday (8:00 a.m.)	Second Summer session begins
August 13	Friday (5:00 p.m.)	Second Summer session ends

The Cafeteria will remain open for all meals except for recesses indicated below:

Oct. 10	Evening meal thru October 14, noon meal
Nov. 25	Evening meal thru November 30, noon meal
Dec. 17	Evening meal thru January 4, noon meal
Jan. 31	All day thru February 3, breakfast
March 26	Evening meal thru April 4, noon meal

Final meal is the noon meal, May 18

Note: The only break in which the snack bar will be open is January 31 thru February 3.

THE SALTIRE



STUDENT HANDBOOK 1975-1976

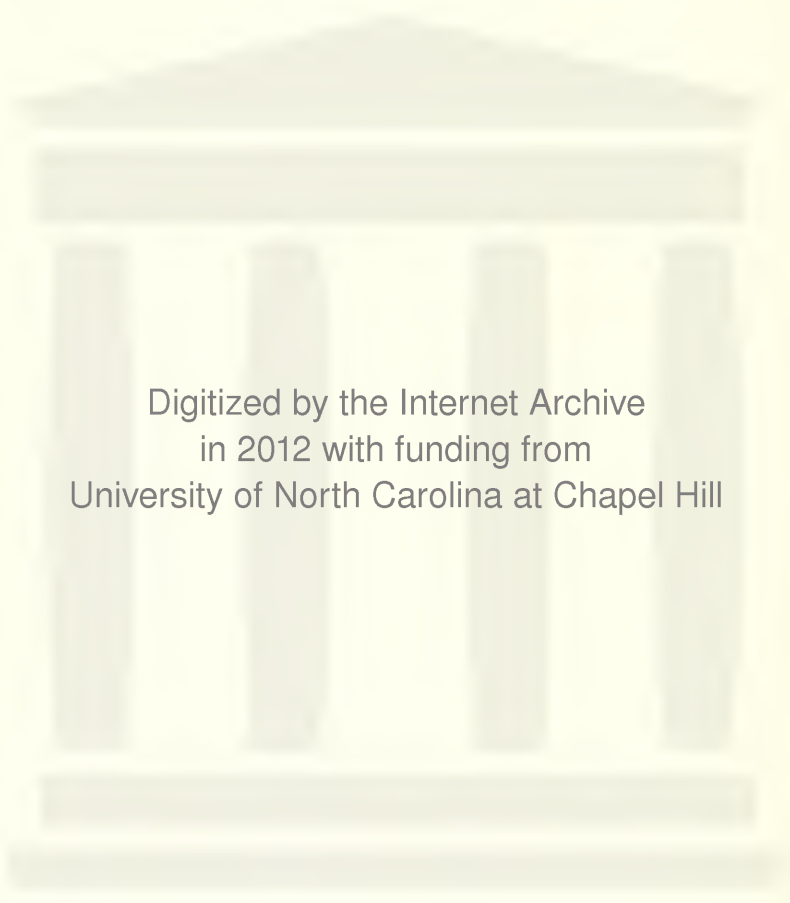
ST. ANDREWS PRESBYTERIAN COLLEGE
LAURINBURG, NORTH CAROLINA

This Handbook was prepared by the Handbook Committee of the St. Andrews Student Government in cooperation with the Office of Student Personnel Services. Committee membership included Richard Hudson, Steve Chasson.

“AS A MEMBER OF THE HONOR COMMUNITY OF ST. ANDREWS, I PLEDGE THAT I WILL NOT LIE, CHEAT, OR STEAL, NOR WILL I TOLERATE THIS CONDUCT IN ANY OTHER MEMBER OF THE COMMUNITY. I WILL DO ALL WITHIN MY POWER TO UPHOLD THE HIGH STANDARD OF INTEGRITY AND HONOR OF ST. ANDREWS.”

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Student Association



Statement of Concern

During the 1974-1975 Academic Year, many changes were proposed by many different policy making committees and groups. Many of the proposals were taken under advisement and others sent back to their sponsors for revision. All students should watch for these changes as they are approved.

Other changes were approved and are now policy. We urge all students to read **The Saltire** in order that they may be aware of these changes.

THE HANDBOOK COMMITTEE

Student Association

Organization of the Student Association

The Student Association consists of every student at St. Andrews. The government of the Student Association is divided into three branches. The Student Cabinet, as the executive branch, is composed of the executive officers of the student body, together with the presidents of all the major organizations of the Association and the Attorney General, representing the judicial branch. The Cabinet is the executive level co-ordinating agency for campus student activities. All college-related organizations are immediately responsible to the Student Cabinet.

The judicial branch, composed of five courts, is staffed by elected representatives of the student body. The courts try all social offenses and any honor code violations.

The Inter-Dormitory Senate, as the legislative branch, is composed of elected representatives from all the dormitories and from the day students. The Senate considers and initiates all legislation pertaining to student welfare and general student interest. Every major organization of the student body has faculty and staff advisors to assist with programs of the student groups.

U.S.N.S.A.

St. Andrews is a member of the United States National Student Association, a confederation of more than three hundred college and university student governments across the nation. USNSA is a non-profit, non-partisan, non-sectarian, educational association which serves as a medium for the exchange of ideas, problems and solutions of the member schools.

STUDENT ASSOCIATION OFFICERS

The Cabinet:

The Cabinet is composed of the five elected officers of the student body, a representative from the Inter-Dormitory Senate and the Presidents of the College Christian Council and the College Union Board.

President	Keith Gribble
Vice-President	Steve Elkins
Secretary	Lisa Tillson
Treasurer	Rob Howard
Attorney General	Bill Wilmot
College Union Board	Betsy Neff
College Christian Council	Mo Newton
Advisor	To be announced

The Senate:

The Inter-Dormitory Senate is headed by the Vice-President of the student body and is composed of the presidents and vice-presidents from each dormitory.

President	Steve Elkins
President Pro-Tem	To be announced
Secretary	To be announced
Advisors	To be announced

Albemarle

Darlene Hailey
Joyce Dew

Concord

Nancy Wall
Faith Rucker

Granville

Earl Kirkman
Lin Thompson

Mecklenburg

Steve Chasson
Clay Hamilton

Orange

Mike Dunn
Helen Moseley

Wilmington

Fran Newbold
Julie Cramer

Winston-Salem

To be announced
Hampton Peele

The Elections Board:

The Elections Board is responsible for conducting all campus elections which involve election of student government officers and voting on constitutional amendments. It decides when elections will be held, sets up rules for campaigning procedure, makes sure candidates are qualified, conducts dorm forums for the candidates, counts ballots, and announces all results.

The Elections Board consists of the three Senior members of the Student Judiciary Board, the two Senior members of the Appellate Board, three Seniors, appointed by the President of the Student Association with the approval of the Senate, one representative from the Office of Student Personnel Services and one faculty member selected by the Student Life Committee.

College Union Board:

The College Union Board is the specific organization on campus in charge of entertainment—large and small events—working by itself or in conjunction with other organizations. It is also the sole student organization which shares, with Student Personnel Services, the mutual responsibility for the students' services and events offered in the College Union. The members of the Board are responsible for finding and hiring bands to play at major events and dances throughout the year. In addition to this, the Board provides movies and weekend travel and guest speakers. Dormitory Social Chairmen will be members of the Board to help plan and co-ordinate campus events. Also two representatives from BSU.

President	Betsy Neff
Vice-President	Beth Lyon
Secretary	
Treasurer	
Movies	Stuart Swain
BSU	Sharon Hall

The Dormitory Social Chairpersons:

Albemarle	Concord	Granville
Joyce Meadows	Dimitra Grant	To be announced
Mecklenburg	Orange	Wilmington
To be announced	Grade Byrd	Garnett Conaway
	Winston-Salem	
	To be announced	

College Christian Council:

The College Christian Council is a campus-wide, inter-denominational group which attempts to provide a context within the campus and within

the community for honest questioning, concern, communication, worship, and action. Specific programs and projects of the CCC include: a Peace Corps, working with underprivileged communities in Laurinburg, through tutoring, construction and recreation; a series of symposia on controversial and relevant topics of concern; aid in planning of chapel and special services throughout the year; publication of the **Dialogue**, an “instrument of communication” on campus; a Deputation Team which visits youth groups in churches all over North and South Carolina; an occasional event or concert, such as the Southern Folk Festival.

- President Mo Newton
- Vice-President Jacob Houge
- Secretary-Treasurer Betsy Styers

The Orientation Committee:

The Orientation Committee is responsible for acquainting incoming new students with the St. Andrews community. Orientation is designed to assist the new student in making academic decisions and to help students become aware of the opportunities that St. Andrews offers.

- Chairperson Terry Clark
- Committee Members Marti Newbold, Earle Roberts,
Sabrina Willis, Karen Hardison, Bob Haley
- Advisor Dean Malcolm Doubles

The Handbook Committee:

The Handbook Committee formulates the most up-to-date and accurate description of the life, activities, rules, and procedures as they exist on campus. The entire format of **The Saltire** is the province of the committee. Editorial statements are drafted for consideration by the committee and the advisor and the administration. The members of the Handbook Committee are chosen from students who indicate an interest in composing the following year’s **The Saltire**.

- Committee Members Steve Chasson, Richard Hudson
- Committee Members Steve Chasson, Richard Hudson
- Advisor Dean Malcolm Doubles

Food Committee:

The Food Committee works with the cafeteria services. Students with complaints concerning food service should contact members of the committee. Members of this committee will be appointed in the Fall by the Cabinet with Senate approval.

Health Services Committee:

The Health Services Committee (HSC) works directly with the Health

Center staff, representing student-consumer concerns. Activities of the committee include distribution of pamphlets on health concerns, making surveys of local doctors, and making surveys of student opinions about health services.

JUDICIARY PROCEDURE

Reporting a Case:

Cases of serious misconduct as provided for in the Student Association Constitution are reported either directly to the Attorney General or indirectly to him by informing Office of Student Personnel Services or member of the Judicial Committee. In disciplinary cases, judicial authorities of the College consider not only the specific charge but also the student's total academic and citizenship record. Technically proved evidence is not to be considered essential at this educational institution. First offenses, unless of extreme severity, are not usually to be considered grounds for expulsion. The following procedures for hearings by a court at St. Andrews are believed to be reasonable for this educational setting.

Notification of Those Concerned:

The Judicial authority will give notice of the scheduled hearing no less than 24 hours in advance to the student concerned and to members of the court, its advisors and others who may be involved, giving instructions of appearing before the court, including time and place scheduled. The student's Faculty Advisor will also be notified. The student may request a student, faculty member or other college officials to appear with him as counsel. The student accused may call witnesses in his behalf before the court, both material and character. Prior to the trial, the Attorney General shall inform the student accused of all of his rights.

Witnesses:

The testimony of witnesses in court will be recorded. All testimony given the court while in session by any person appearing before the court is to be given and received in full recognition of serious action that will follow perjury. Further, official transcripts of the hearings of the court, including the names of the accused and the witnesses, will be restricted to members of the judicial body and to college officials for whom such information is needed in follow-up action and counseling. Any public report of action taken in cases of misconduct will show reference to the case only as case number and summary of action taken by the court. Character witnesses however, will not be recorded and will speak to the court with the accused being absent.

Appeals:

A defendant tried in the Dorm Council has the right of appeal to the Residence Court.

A defendant tried in the Traffic Court has the right to appeal to the Student Judiciary Board.

A defendant tried in the Student Judiciary Board has the right to appeal to the Student-Faculty Appellate Board (or the Faculty Executive Committee).

A defendant accused by the Office of Student Personnel Services has the right to appeal to the special appeals committee (see page 43).

In order to appeal, the defendant must indicate his desire to the chairman of the board by 4:00 p.m. the day following the case.

If he does not indicate to appeal by 4:00 p.m., the sentence goes into immediate effect.

If the chairman is notified that the defendant wishes to appeal, the defendant has until 11:00 a.m. of the following day to present a statement of grounds of appeal and a complete list of counsel and witness he wishes to call. If this is not done, the original sentence goes into effect.

The Deans may make allowance for the terms of restriction or departure for resident students who are to depart from the campus, when appropriate. Any return to campus thereafter must be approved beforehand by the Dean of Students or his representative. Non-residents who are suspended or expelled are expected to observe these conditions as they apply to resident students.

NOTE: Departure from normal procedure must be requested by the accused or the appropriate judicial authority in writing and must be approved by the Dean of Students or his representative.

Alternate Judicial Procedure:

During final exam periods normal judicial procedures may be suspended because of the impossibility of getting together members of the proper judicial body. In such times the Dean of Students and the Dean of the College may in consultation with the Attorney General review the cases and decide on appropriate action. This court is also employed when the defendant feels that he will not receive just action in any other court.

The Judiciary Committee:

The Judiciary Committee does "the organization" for the courts. It is chaired by the Attorney General and all cases and accusations are originally made to this person. Membership to the committee consists of investigators who are assigned to individual cases by the Attorney General in order to gather the statements and materials necessary for the actual case.

- Chairman Bill Wilmot
- Advisor Dean Malcolm Doubles
- Additional members to be chosen in the fall.

The Student Judiciary Board:

The Student Judiciary Board, composed of seven students elected by the student body, tries all Honor Code offenses: lying, cheating, stealing, violations of social regulations, and hears appeals from the Traffic Court. The cases are referred to the Board by the Attorney General. The Board can render sentences from expulsion, by unanimous vote, to a mere warning. Due to the fact that cheating falls under the Honor Code, the Board handles most cases from the academic side of the campus. There is an advisor from the faculty or administration, but this person does not serve in a voting capacity.

The Student-Faculty Appellate Board:

The Student-Faculty Appellate Board is the highest judicial body representing the students, Faculty and Administration. It consists of two elected members from the incoming senior class and one elected member from the incoming junior class; one faculty-administration member is elected in keeping with the procedure provided in the Faculty By-Laws; one representative of the Dean of Students. The Board interprets the Constitution of the Student Association and hears appeals from the Student Judiciary Board, but has no original jurisdiction. Upon hearing appeals the Board may uphold or reduce the original sentence.

Traffic Court:

The Traffic Court consists of five members to be appointed by the Senate upon recommendation from the Cabinet. It deals with violations of the motor vehicle regulations. The contest may be further carried to the Student Judiciary Board.

MOTOR VEHICLE REGULATIONS

All vehicles must be registered for each academic year and decals placed on the left side of the rear bumper within two weeks after the official class registration date of said semester. The cost for registration is \$1.00. Any student or employee with a motor vehicle with no registration decal after the registration date will be fined \$5.00. The second offense of no registration will result in an additional fine of \$5.00 and the removal of the vehicle from campus, until the fine is paid and the vehicle is properly registered. Students planning to bring a vehicle on campus after the registration period must obtain a Vehicle Registration form from the Office of Student Personnel Services.

The following traffic and parking rules are to be observed by operators of Motor Vehicles on the campus of St. Andrews Presbyterian College.

All Traffic rules and regulations of the State of North Carolina apply to vehicular traffic on St. Andrews property.

OVERNIGHT PARKING is restricted to regular parking lots. Persons parking elsewhere between 1:00 a.m. and 7:00 a.m. will be served with violation tickets. Overnight parking is prohibited in the circle in the front of the Student Union. The circle is for access by emergency vehicles and short term parking. Parking is not permitted by the yellow curbs.

The blocking of the wheel chair ramps will result in a \$5.00 fine. Second offense of blocking wheel chair ramps will result in an additional \$10.00 fine and the removal of the vehicle at the owner's expense.

MOTOR SCOOTERS AND MOTORCYCLES, when properly registered with the Office of Student Personnel Services, may be operated on campus under the same rules and regulations as automobiles, provided that each vehicle has factory mufflers with all baffles in place and secure. Any vehicle which makes excessive noise shall be repaired or removed from campus. State regulations governing motorcycles on state roads will be enforced on campus. In addition helmets must be worn at all times, on or off roads.

No student vehicle shall be driven or parked near a dorm without written permission from the office of Student Personnel, Security, or Physical Plant, except at the beginning and the end of terms and vacations, when vehicles may be driven to the dorms for the purpose of loading or unloading. Vehicles must be parked on the sidewalks near the dorms at this time. Vehicles found in violation of this regulation will be subject to a \$5.00 fine.

First offense of speeding or careless and reckless driving will be subject to a \$5.00 fine. Second offense of speeding or careless and reckless driving will result in a summons to the Traffic Court for judicial action.

All Tickets must be paid before the end of the semester or the student will not be allowed to register for the following semester and all transcripts will be held. If the recipient of a ticket wishes to contest the ticket, he must, in writing, notify the chairman of the Traffic Court of his desire within 72 hours of receiving the ticket.

Any person who receives five parking tickets in one semester will receive a notice to appear before the Traffic Court for judicial action. (Winter term is included with Fall term as one semester.)

Failure to appear before the Traffic Court after being summoned by the chairman of the Traffic Court will result in the violator being subject to action by the court.

All Tickets are to be paid at the College Business Office.

Visitors who receive parking tickets should appeal to the Security Officer at the office of Student Personnel Services.

First Violation — \$1.00 Fine:

1. Parking by yellow curb leaving vehicle unattended
2. Parking in a prohibited zone
3. Obstructing traffic
4. Parking overnight in a restricted zone

First Violation — \$5.00 Fine:

1. No college registration
2. Vehicle on grass or sidewalk without permission
3. Reckless driving
4. Blocking a wheel chair ramp

Above Violations: (speeding, reckless driving, etc.) All moving violations subject to North Carolina state law are adopted as college regulations.

Traffic Court decisions may be appealed to the Student Judicial Board if notice of the appeal is made within 72 hours of the council's decision. Ignorance of these traffic laws is no excuse.

NOTE REGARDING BICYCLES: Each bicycle must be registered each academic year with Office of Student Personnel Services and display the registration decal (no charge). This is made mandatory for the sole reason of protecting the owner from theft. For this same reason locks are highly recommended. Bicycle operators are to recognize that pedestrian traffic has the right of way both when the vehicle is parked as well as when it is being operated. Bicycles are not to be operated on the sidewalk ramps around the upper level of the Student Union. Bicycles are also not to be operated on the wheelchair ramp at the end of the causewalk on the academic side of the campus. Bicycle operators may ride up the ramp to the Vardell Building. Bicycles are not permitted in any campus building.

Campus Activities and Service



Chartered Clubs and Organizations

CHARTERED CLUBS

The Black Student Union:

The Black Student Union is a service organization designed to make life more comfortable for its members both academically and socially. Its main objectives are to foster the idea of Black identity, to promote the spirit of Black unity and to insure effective decision-making processes that are the fundamental concern to the organization's members as well as the Black community at large.

President Darlene Hailey
Vice-President
Secretary
Treasurer
Advisor Dean David McNair

J.O.Y.:

J.O.Y. is a newly formed organization dedicated to evangelism through radio and personal ministry. Club membership is open to any member of the campus community with an open invitation to weekly prayer meetings and Bible study.

President
Vice-President
Secretary
Treasurer

St. Andrews Chapter, National Paraplegia Foundation

An organization made up of both handicapped and able bodied members of the St. Andrews Community whose aims are directed toward community service, campus activities, and rights and accessibility for the handicapped.

President John Copeland
Vice-President Laura Drumheller
Secretary Kathy Lunsford
Treasurer Steve Lindsay
Advisor Dr. Robert Urie

The St. Andrews Riding Club

The aims of the St. Andrews Riding Club are to operate a stable on campus in order to have a place in which the students who are interested in riding can participate in this sport. During the past academic year the Riding Club has developed a new program in riding for the handicapped and is currently clearing land for a new barn and pasture.

President Caroline McNair
Vice-President Beverly Beck
Secretary To be announced
Treasurer To be announced

The Publication Board

The Publications Board concerns itself with the interests of **The Lance** (the college newspaper), the **Lamp and Shield** (the college year-book) and the St. Andrews literary magazine, **The Cairn**. All of these are a means of bringing student concerns to the faculty and vice-versa, formulating student opinions on various issues of the campus and the world at large and trying to recreate a piece of St. Andrews in picture and literature. The Publication Board also concerns itself with financial needs of the publications.

- Lance Editor Jim Thompson
- Cairn Advisor Dick Prust
- Curveship Press Bob Tauber

STUDENT ORGANIZATIONS

North Carolina Public Interest Research Group (NC-PIRG) is a non-profit, non-partisan organization funded by students and controlled by a state board of elected student representatives. The purpose of NC-PIRG is to articulate and pursue, through the media, the institutes of government, the courts and other legal means, the concerns of students on issues of general public interest. Issues will include environmental preservation, consumer protection and the role of corporation and government agency in the life of the average citizen. NC-PIRG is financed by an increase in student fees of \$1.50 per student per semester. Any student who does not wish to contribute shall be entitled to a full refund during the third week of each semester from an established public office on campus. Projects during the past year have included a survey of prescription drug prices and support of a bill in state legislature pertaining to this, a study of byssinosis (known lung disease of textile workers). and a recycling study for Laurinburg.

- St. Andrews Board Members: Glen Kennedy (Chairperson),
Sloan Ledyard (State Rep.), Susan Motley (Sec.-Treas.).

Dialogue is an “instrument of communication” sponsored by the College Christian Council which serves to relate opinions and suggestions of the author concerning current issues and situations. **Dialogue** is published at any time anyone so wishes to express his concerns. Dialogue is published at any time anyone so wishes to express his/her concerns by contacting Betsy Neff, President of the CCC.

Student Association Newsletter is an instrument of communication published by the Student Association to help inform the students as to what it is doing. It is published periodically when deemed necessary by the Student Association.

WSAP is a student owned and operated carrier current radio station. It offers training in all aspects of broadcasting. Sales, commercial production and announcer broadcasting are a few of the fields available. WSAP also sponsors many campus activities. Membership is open to all interested students.

WSAP Radio	640 K.C.
President	Paul Baldasare
Vice-President	Fred Hovey
Program Director	Mike Reeve
Music Director	Don Mackenzie
Engineer	Earle Roberts
News Director	Peg Kays

The Highland Players is an organization for students interested in theatre. The main purpose is to allow a creative outlet for any who are interested in learning the various phases of the dramatic arts. The Players present four major, plus several minor productions each year. Membership is open to all members of the College community.

Officers To be announced

The Sailing Club is for those students on campus who are interested in boating and sailing. The purpose of the club is to promote water safety through an acquaintance and appreciation of navigation and sailing techniques.

Officers To be announced

The Student North Carolina Association of Educators (SNCAE) is the professional association for all college students preparing for or interested in teaching. A member of the Student NEA is also a student member of his state educational association, with all rights, privileges and responsibilities of associate membership in the professional organizations. The primary goal of the Student NEA is that of "professionalizing" those persons who are preparing to teach. The club sponsors various workshops of interest to educators and sends representatives to the Student NEA Convention.

Officers To be announced

Farrago is a unique organization on campus which provides folk, country-folk and bluegrass music in a coffeehouse atmosphere. Students are encouraged to express their own talents in addition to listening to professional entertainers.

Chairman	Ned Leager
Advisor	Dr. Charles Joyner

St. Andrews Wheelchair Athletic Association. The wheelchair athletic association exists to support and encourage wheelchair athletics, and to date sponsor a basketball team as well as individuals going to compete in regional and national meets.

President Richard Hudson

Secretary-Treasurer James Bennett

St. Andrews Rifle and Pistol Association. The rifle and pistol association exists to promote the legitimate civilian use of firearms, to instruct students in the safe use of firearms, and to organize and supervise firearms competitions.

MUSICAL ORGANIZATIONS

Membership in musical organizations is open to all students. Participants are required to attend all performances of their organizations, and receive one-fourth course credit per semester.

The St. Andrews College Choir is St. Andrews' touring elite, for it has won high acclaim for musicianship and professional conduct on its annual tours, both at home and abroad. A special feature of their January 1971 and 1974 winter term was a tour of England and Scotland. Choir officers will be elected in the fall.

The St. Andrews Chorale, which meets at the same time as the College Choir, concentrates on the preparation of major choral works such as Haydn's **Creation** oratorio for performance on campus with the community. Both choirs may occasionally sing for chapel.

The St. Andrews Chamber Singers is a small vocal ensemble made up of members of the College Choir. They practice two extra hours each week, specializing in the performance of Renaissance and Contemporary vocal chamber music. The Chamber Singers perform on and off campus throughout the year.

Instrumental ensembles are organized as students are available. Ensembles anticipated include a concert ensemble, a stage band, and a pep band. During the '72-'73 year the bands made many appearances including the highly successful Spring Pops Concert in May.

ADVISORS FOR CLUBS AND ORGANIZATIONS

The Advisor of a club is its official liaison to the Administration and Faculty. Faculty Advisors to the Senate, Judiciary Board, the College Christian Council, to the publications, clubs, and other student organizations are selected by the members of the student organizations; these appointments are subject to approval by the Dean of the College and the Dean of Students. A representative of the Physical Education

Department usually serves as advisor to the Intramural Sports Council but, like other advisors, does not serve in a voting capacity.

FINANCIAL BUSINESS OF THE STUDENT ASSOCIATION AND ITS CLUBS AND ORGANIZATIONS

The Treasurer of the Student Association is solely responsible for all funds of the Student Association. He receives proposed budgets from all organizations on campus, then formulates a budget. All organizations should make requests for funds in the spring not less than one month prior to the end of the academic year. Final action by the Student Life Committee and the Senate will be taken no more than one month after the beginning of the fall term. No requisitions for funds of the Student Association will be accepted by the Business Office without authorization of the Treasurer of the Student Association.

PROCEDURES FOR SCHEDULING EVENTS IN CAMPUS BUILDINGS

Liberal Arts Building:

Call the Registrar's Office (Ext. 221 or 304) for all rooms in the Liberal Arts Building, including the Liberal Arts Auditorium and Avinger Auditorium. Schedule use of projection room and A-V equipment with Media Services, Room 122.

College Union:

For use of the Main Lounge or smaller rooms throughout the building (except for food service areas), call Student Personnel Services Office and list your request with the staff (Ext. 306 or 319).

Food Services:

For food service requests, call Cardinal Caterers (276-5930 and indicate which dining area, time, number expected, and whether you plan to go through the line. Table service increases the food cost. Dewey Humpries,, Director, can provide the futher information. Please give a days notice, if possible.

Physical Education Building

Call Floyd Blackwell, Director, Physical Education Building (Ext. 207 or 217; night number of pay phone, 276-9914), for the use of any of the areas.

Vardell Building

Call the office at Ext. 348 or 301.

Other Scheduling

All events other than regularly scheduled classes must be approved by the Calendar Committee. A copy of the "Request for Scheduling

Events of the College Calendar" is available in the Office of Student Personnel Services. This is imperative in order to avoid conflict of events.

SPORTS AND RECREATION

Intercollegiate Athletics in tennis, basketball, golf, cross country, baseball, track, soccer, and wrestling provide for active participation and for spectator enjoyment throughout the various sports seasons. "Try-out" dates for those interested as participants in intercollegiate competition will be announced by the coaching staff. The programs are open to all students.

Intramural sports include a wide range of activities organized on an individual or dorm competition level. The Intramural Sports Council organizes the various activities which include swimming, football, softball, basketball, track, handball, pool, volleyball, horseshoes, tennis, paddleball, ping pong, golf, wrestling, cross country, and bowling.

The **St. Andrews Cheerleaders** lead the spirit and enthusiasm needed by participants in the intercollegiate athletic programs. Seven regular and three alternate cheerleaders are selected by a joint student-faculty committee during the fall tryouts.

St. Andrews has membership in the NCAA and is a charter member of the Dixie Intercollegiate Athletic Conference.

The Intramural Sports Council:

The Intramural Sports Council is responsible for all recreational sports on campus. It includes individual and dormitory competition in such sports as volleyball, swimming, football, softball, basketball, tennis, ping pong, golf, hockey, and bowling. At certain scheduled dates during the year the college also participates in intercollegiate play-days and sports meets. Every female student is automatically a member of the Women's Recreation Association and every male student is automatically a member of the Men's Recreation Association. Seasonal sports chairmen will be chosen in the fall.

Recreational-Leisure Reading is always available every day in the library in the current magazine and newspaper reading area (first floor) and the book browsing collection (alcove, second floor). In addition, the general book and periodical collections (all three floors) include a very wide variety of hobby, special interest, and avocational reading—from whodunits to exotic cookbooks to hiking-camping guides to the latest Nader report.

Campus Services

College Counseling:

See page 64

Career planning and school decisions:

Your Faculty Advisor
Department Advisors in Your Major
Deans of Students
Financial Aid Officer
Career and Personal Counseling Center
Director of Career Planning and Placement Center

Financial aid and job opportunities:

Financial Aid Officer
Dean of Students
Director of Career Planning and Placement Center

Foreign student matters:

Director of Admissions

Military, draft, and veteran's affairs:

Registrar
Men's Residence Directors

Refrigerator rental:

Office of Student Association

Religious matters:

Counselors
Local Pastor of Your Choice

Security matters:

Mr. Jacques ReVille

College Union

Mr. Jerry Surface, Director of College Union.

Basic Guides for the College Union

1. Individuals and groups using the College Union are expected to exercise due respect for the physical facilities, equipment, and other persons in the building.

a. The use of unauthorized appliances and the opening of windows while air-conditioning units are in operation are not permitted.

b. State law requires that shoes be worn in the cafeteria and snack bar at all times.

HOURS FOR OPERATION OF THE COLLEGE UNION:

The Union:

Sundays through Thursdays—12 noon-1:00 a.m.

Fridays and Saturdays—1:00 p.m.-12 midnight

Student Store:

Monday through Friday—9:30 a.m. - 5:00 p.m.

Saturday—9:00 a.m.-11:30 a.m.

Post Office Window Service:

Monday-Friday—11:00 a.m.-1:00 p.m.

3:00 p.m.-4:00 p.m.

NOTE: All resident students are required to have post office boxes. There is no General Delivery Service. Insured packages must be mailed at the Laurinburg Post Office. Non-Resident students must notify the Student Personnel Services Office of their local address. **Special delivery letters are delivered only to the College Post Office or to College Switchboard.**

Food Services

Cardinal Dining Service

Dewey Humphries, Food Service Director

Grey Fox, Assistant Food Service Director

Snack Bar Service:

The Red Lion caters to the St. Andrews student but will be open to others. It is located in the Student Union and is designed in a Tudor style. During January, 1972, St. Andrews sent a designer to London to gather materials and ideas for decoration, so hopes are to make the atmosphere both authentic and enjoyable.

All persons are asked to leave the Red Lion no later than fifteen minutes after the counter closes. A self-service system is in effect in the Red Lion. Please place dirty dishes and trash in proper containers.

Hours for Operation of the Red Lion:

Monday through Friday—11:00 a.m. to 2:00 p.m.

7:00 p.m. to 12:00 p.m.

Saturday and Sunday—7:00 p.m. to 1:00 a.m.

Cafeteria:

Monday through Friday:

Breakfast—7:45 a.m.-9:15 a.m.

(Continental Breakfast—8:00 a.m.-10:00 a.m.

Lunch—11:30 a.m.-1:45 p.m.
Dinner—5:45 p.m.-6:00 p.m.
(Except Friday—5:00 p.m.-6:00 p.m.)

Saturday through Sunday:

Breakfast—8:00 a.m.-9:00 a.m.

Lunch—12:00 noon-1:00 p.m.

Dinner—5:00 p.m.-6:00 p.m.

Continental Breakfast Saturday and Sunday, 8:00 a.m. to 9:30 a.m. I.D. cards must be shown at all meals, and shoes must be worn in the cafeteria at all times.

Health Center

The Health Center Staff:

Hugh M. McArn, Jr., M.D.	Office phone 276-2100 Home phone 276-2028
David A. Williams, M.D.	Office phone 276-2773 Home phone 276-0485

Operational Guides:

Admittance: The College Nurse will render first aid service at no charge.

Services by the College Physician: Monday through Friday the College Physician is available for consultation and treatment at 7:00 a.m.

Health Center Hours: Mondays through Fridays:

Open 24 hours on weekdays

Saturday and Sunday—Closed

Saturday and Sunday—Go to Scotland Memorial Hospital

NOTE: In case of emergency and the Health Center cannot be contacted, go to the Emergency Room at Scotland Memorial Hospital (telephone 276-2121).

Bed Care: Bed space for routine observation is available; cases requiring bedside care or other specialized care will be referred to the local hospital.

Meal Service in Health Center: Patients will be served the regular diet as prescribed by the College Physician.

Referral to physician's office or hospital: The College Physician may direct any case to be sent to his office or to the local hospital if attention by a physician is needed.

Medication: Medication approved by the College Physician is held in stock in the Health Center and administered by the Resident Nurse.

Supplies and equipment necessary for examination room and bedside use by the physician are maintained. Medicine charges to students are made on a basis of invoice price plus 10% for handling.

Check-Out of Patients: Students may be released officially from the Health Center and readmitted to class by permission of the College Physician. No class excuses will be given unless seen by the College Physician within 24 hours of the illness.

Chapel

In celebration of our faith as Christians in a college community, St. Andrews students, faculty, and staff gather for a service of worship at appropriate times. The Chapel Committee of the College Christian Council plans the various programs. Often, other media are used with the aim of finding forms which enable us to celebrate our faith in the twentieth century. These forms include music, drama, films, and dance.

Every effort is made to create the possibility for modern, intelligent, and informed people to express their faith in a service which is designed to reflect our interests as a college community. Current issues of belief and practice, personal and social, in the College and in the wider community, are exposed and explored in the conviction that anything less pointed and central would be unworthy of what God is doing in the world.

Career and Personal Counseling Center

Operating under a special agreement with St. Andrews, the Career and Personal Counseling Center offers a structured program of counseling, testing, and occupational-educational research for any St. Andrews student desiring service. This service is available on a walk-in or referral basis.

Director	Alfred Thomas
Associate Director	Elbert R. Patton
Counselor	Lyn Hypman
Administrative Assistant	Elsie Urie
Psychometrist	Glenda Phillips

Hours:

Monday-Friday—8:30 a.m.-5:00 p.m.

Saturday—8:30 a.m.-12 noon

The DeTamble Library

Librarians:

Mrs. Elizabeth Holmes	Librarian
Mrs. Margaret Bennett	Catalog Librarian
Mrs. June Chay	Circulation Librarian

All librarians are available for reference services.

Hours:

Regular library hours will be posted at the beginning of each academic term.

There is a book deposit slot near the lakeside entrance to the library which should be used for returning books only when the library is closed.

General Rules:

1. No food or beverage may be brought into the library.
2. Smoking is not permitted.

Borrowing Regulations:

I.D. cards are required for borrowing books. There is a fine of 10c per day on each overdue book (less 50% discount if paid when book is returned).

Reserve Books:

Reserve books are kept behind the Circulation Desk and must be used in the library during library hours. Some reserve books may be checked out for overnight use one-half hour before the library closes and are due back when the library opens the next day. Fines for each overdue reserve book are 50c for the first hour and 25c for each succeeding hour, up to a maximum of \$2.00 per day.

Lost Books:

Report lost books to the Circulation Desk; fines do not accumulate after books are reported lost. After a reasonable length of time, replacement costs must be paid.

Student Library Handbook:

For additional information about the use of the DeTamble Library, ask at the Circulation Desk for a copy of the Student Library Handbook.

Photoduplication Services:

Photoduplication services are available at 10c per page. Photoduplication of microfilm material can be made, Monday-Friday from 9:00 a.m.-4:00 p.m., at 25c per page.

Physical Education Facilities

Effective September 1, 1973

St. Andrews is extremely proud of the fine physical education and recreational facilities provided for the students, faculty, staff, alumni and guests of the college. The Physical Education Program and the Educational Policy Sub-committee for Athletics and the Physical Education Facilities request that in utilizing the facilities all members of the college community and its guests cooperate by observing the policies established for its use.

Use of the Facilities

In general, the schedule for the Physical Education Center and other physical education facilities corresponds to the general college calendar.

The physical education program for students, including intramurals, athletic and recreational activities, has first priority on use of the facilities. The Center and other facilities will be open to faculty, staff, and other groups during designated afternoon and evening hours (see page 28). (Some areas may be used at times normally set aside for the physical education program if the program is not utilizing a particular area.)

A student I.D. or an activity card issued by the Physical Education Program is required for all persons using the Physical Education Facilities.

Charges and Fees

Nominal charges will be made for some activities and for use of the facilities by groups for functions outside the normal program.

Students*—Student fees are included in the tuition payment.

No additional charge is made for use of the facilities except for certain Knight Room activities (see page 29.)

Faculty and Staff*—No charge will be made for the use of the facilities (except for certain Knight Room activities) to the individual faculty or staff member. Cards may be obtained at the Physical Education Office upon request.

There will be a \$5.00 charge per locker. A \$10.00 charge will be made for faculty and staff memberships. No card will be issued to children under 12 years of age.

Alumni*—Family memberships — \$25.00.

Individual memberships — \$15.00.

Memberships*—(September 1 - August 31)

For persons not employed by the college:

Family memberships (no persons under 12 years of age will be issued a card) — \$125.00.

Individual memberships — \$75.00.

*No I.D. cards are transferable.

Guest Privileges

Any formal guests of the college wishing to use the Physical Education Facilities may get an I.D. card from the Physical Education Office. This card will indicate the dates it can be used.

Students, faculty, and staff are allowed only one guest unless special arrangements are made through the building director. The guests must be accompanied by a host. No one under 14 years of age is allowed to bring a guest.

Persons not employed by the college who have membership cards do not have guest privileges. However, in exceptional circumstances special arrangements may be made with the building director.

SCHEDULE OF CENTER FACILITIES*

Knight Room

Weekdays	5:30 p.m. to 11:00 p.m.
Saturdays	1:00 p.m. to 11:00 p.m.
Sundays	2:00 p.m. to 5:00 p.m.

Main Gymnasium Facilities

Weekdays	5:30 p.m. to 10:00 p.m.
Saturdays	1:00 p.m. to 10:00 p.m.
Sundays	2:00 p.m. to 5:00 p.m.

Swimming Pool

Weekdays	7:00 p.m. to 9:00 p.m.
Saturdays	2:00 p.m. to 4:00 p.m.
	7:00 p.m. to 9:00 p.m.
Sundays	2:00 p.m. to 4:00 p.m.

*Weekday schedule subject to change to accommodate class schedules.

Equipment Checkout

Weekdays	2:00 p.m. to 10:00 p.m.
Saturdays	1:00 p.m. to 5:00 p.m.
Sundays	2:00 p.m. to 5:00 p.m.

Outdoor Facilities

Weekdays — general areas (track, etc.)	5:30 p.m. until dark
Tennis Courts	5:30 p.m. to 11:00 p.m.
Saturday & Sunday—general areas	when available until dark
Tennis Courts	when available until 11:00 p.m.

*Hours subject to change due to general college funtions, and athletic athletic practice and contests.

KNIGHT ROOM CHARGES

Bowling -----	35¢ Faculty, Staff and guests 25¢ Students 65¢ Others 10¢ shoe rental
Bowling Locker -----	\$3.00 per semester (50¢ per key)
Billiards -----	½¢ per minute per player Play is limited to one hour when others are waiting
Table Tennis -----	No charge. Balls may be purchased at the counter 15¢ each

GENERAL CHARGES

Groups wishing to arrange for use of any area (classroom, pool, gym) should contact the building director. When applicable, charges for use will be determined by the director and the business manager.

All charges are subject to change.

GENERAL RULES FOR PHYSICAL EDUCATION FACILITIES

Knight Room:

The conduct and appearance of users of the Knight Room is expected to be such as not to detract from the enjoyment of others. (Profanity, gambling, etc.)

- No food or drink in the bowling area.
- Socks must be worn with house bowling shoes.
- Do not sit on pool or table tennis tables.
- Do not smoke while executing billiard shots.
- Please use ash trays.

Other Activity Areas of the Center:

- No street shoes may be worn in activity areas. (Use basketball - tennis, etc.)
- No food or drink allowed in these areas.
- No smoking in the locker room and activity areas.

Swimming Pool:

- Identification tag must be worn by all swimmers. Pick them up at checkout window.
- All swimmers must wear swim suits. We encourage use of personal gear. Suits are available at the checkout window.
- Pool use is restricted to times when an approved lifeguard is on duty.

- No street clothes or shoes allowed on the pool deck area.
- Use common sense and observe good safety habits.
- No masks, snorkels, or scuba gear allowed except on approved occasions.
- As in other areas - children under twelve must be accompanied by an adult.
- Shower before entering the pool area.
- No food or drinks in the pool area or balcony.
- Persons with infected skin area will not be admitted to the pool area.

Equipment Checkout:

- No equipment will be checked out without an I.D. card.
- Do not ask to check out equipment for more than two people on one card.
- All equipment must be returned the same day that it is checked out.
- Any damaged or lost equipment must be paid for.

Tennis Courts:

- Tennis shoes or equivalent must be worn.
- Do not monopolize the court when others are waiting.

Track:

- Flat shoes must be worn when using the all-weather track.

COACHES

Soccer	Dean Betts
Basketball	Thomas Whiteley
Cross Country	Floyd Blackwell
Track	Floyd Blackwell
Wrestling	Malcolm C. Doubles
Bowling	Floyd Blackwell
Tennis	Thomas Whiteley
Baseball	Julian Smith
Golf	Bill Morgan
Women's Sports (Tennis, Basketball, Volleyball)	Jo Ann Williams

HEALTH AND REHABILITATION SERVICES

Robert M. Urie Director
To be announced Adapted Programs Instructor
Ms. Katherine Weill, R.N. Head Nurse
Ms. Mary Sullivan, L.P.N. Staff Nurse
Ms. Faye Locklear, L.P.N. Staff Nurse
Hugh M. McArn, Jr., M.D. College Physician
David A. Williams, M.D. College Physician
Ms. Malcolm Gillis Secretary/Receptionist

Office Hours — Rehabilitation Services

Monday-Friday

8:30 a.m. - 12:00 noon

1:00 p.m. - 5:00 p.m.

Saturday-Sunday

Closed

Rehabilitation Emergency: Call Dr. Urie—day, Ext. 212, home 276-2145.
Mr. Bennett—day, Ext. 212, home 276-7549.

Office Hours — Health Service

Monday-Friday

Open Twenty-Four Hours Per Day

Saturday-Sunday

Nurse On Call

Emergencies: Call Ext. 211; or 276-8611

If For Any Reason You Cannot Contact the Health Center:

- (1) Go to the Emergency Room of Scotland Memorial Hospital.
- (2) For ambulance service dial 276-1313. Indicate clearly the building or area where ambulance is needed and give your full name.
- (3) To reach security for an emergency, call Ext. 211/212, or 276-8611. This will connect you with the nurse on duty in the Health Center, who by direct radio will contact the Security Officer on duty.
- (4) Robert M. Urie—276-2145 (home).
- (5) Malcolm Doubles—day, Ext. 395; home, 276-5356.

REHABILITATION SERVICES

With funds from state and federal agencies, the college provides workshops for roommate-aides of physically handicapped students. These aides are full-time students who work under the direct supervision of a staff person. Adult attendants are provided as needed under supervision, but are paid by the parents of handicapped students. Not all such students require adult attendants in addition to the student roommate-aide and questions about these matters should be taken to the Rehabilitation Office.

Special services for handicapped students are provided through the Rehabilitation Office, including transportation off-campus for special events, modification of physical facilities, wheelchair and equipment repair, vocational and personal counseling, and job placement upon graduation.

DIVISION OF COLLEGE SAFETY

Mr. Jacques ReVile, Director of College Safety

J. H. Jackson, Jr., Safety Officer

Lacy M. Gay, Safety Officer

To secure the help of the Safety Officers, follow this procedure:

Call Ext. 211/212 or 276-8611. This will connect you with the nurse on duty in the Health Center, who by direct radio will contact the Security Officer on duty.

The Safety Officers at St. Andrews maintain an around-the-clock check on the campus.

CAMPUS RESIDENCE STAFF

Mr. John Copeland	Highlands
Jacob Houge	Mecklenburg
Ms. Eleane Edens	Albemarle
Mr. Neal Bushoven	Granville
Mr. and Mrs. Mark Smith	Wilmington
Ms. Sarah Peterson	Concord
Mr. Grey Fox	Orange
Mr. Jerry Surface	Winston-Salem
Substitutes	Ms. Dan Hasty. Ms. Peggy Wade

Assistant-Residence Directors

Ms. Melissa Tufts	Wilmington
Mr. Tim Griggs	Winston-Salem
Ms. Terry Clark	Orange
Mr. Paul Baldasare	Granville
Mr. Dennis O'Toole	Mecklenburg

Residence Hall and Campus Building Service Staff

Ms. Mately Jones, Ms. Eliza McCutchen.....Women's Dorms

Mr. Robert Bostic, Mr. Jessie Morrison,
Ms. Daisy McLaughlin Physical Education Building
Mr. Wilson Hamilton, Mr. Sam McPhal Science Building
Mr. James Williams Library, Guidance Center

Assemblies and Public Events/Calendar Committee

This Committee shall plan or supervise all assembly programs and activities.

Educational Policy Committee

This Committee shall act on and report to the faculty any addition of courses to the curriculum and any removal of courses therefrom. The Committee will also be responsible for a continuous study and evaluation of the entire educational program of the College and shall make recommendations to the faculty on matters of educational policy.

Student Life Committee

The Student Life Committee shall oversee and coordinate student life in non-academic matters. It makes recommendations to, asks opinions of, and hears reports from any college-related body; charters clubs; serves as a long-range planning group for student life; develops policies and procedures necessary for a total program of student publications; meets with chair-persons of all student organizations and committees in September and receives minutes of those organizations twice each year.

ADDITIONAL FACULTY COMMITTEES

Faculty Publications

Social Activities

Library

Religious Activities

ACADEMIC HONORS

Dean's List

The Dean's List recognizes achievement and is published soon after the end of each term, except the winter term. To be included on the Dean's List, juniors and seniors must have a quality point average of 3.50 for the term, freshmen and sophomores, a quality point average of 3.25 and all must have a clear citizenship record.

Sophomore Honors Awards

This award was established for the purpose of recognizing members of the Sophomore Class who have shown outstanding scholastic achievement. Those sophomores who have a cumulative average of 3.00 or better are eligible for recognition. From this group the College selects those with highest academic records as Sophomore Scholars, a distinction that also carries a \$500.00 scholarship award.

The St. Andrews Honor Society

1. Students with an overall academic average of 3.25 for five regular terms and three winter terms at St. Andrews are eligible for full membership.
2. This society works toward the establishment of a Phi Beta Kappa Society on campus.
3. The Advisor of this society shall be a Phi Beta Kappa member.
4. Members shall be honored by serving in the following capacities:
 - a. Marshals for graduation at the end of the junior year.
 - b. Marshals for dignitaries.
 - d. Having supper or touring the campus with important visitors on campus.
5. New members will be named at the annual Spring Banquet.

Who's Who:

Who's Who Among Students in American Universities and Colleges annually includes approximately a dozen seniors from St. Andrews. The Student Life Committee sets the qualifications for nominees and appoints a Who's Who Selection Committee, composed of faculty members and students, to compose a ballot of those seniors who meet the qualifications. This list of nominees is voted upon in the fall by all upperclassmen. The final selections are subject to approval by the Student Life Committee, the Dean of Students, and the Dean of the College. Students are notified of their selection by National Headquarters and the announcement is made to the student body.

College Regulations



ACADEMIC POLICIES

The following regulations relate primarily to academic expectations under the general coordination of the Dean of the College and his staff and are subject to review as necessary by the Faculty Executive Committee, Faculty Advisors, the Dean of Students, and other officers of the college who may advise students relative to those regulations; however, when interpretations are needed such questions are to be referred to the Dean of the College as the Chairman of the Faculty Executive Committee.

Registration

Toward the close of the Fall and Spring terms, each student must plan his course program for the succeeding term (and summer school and winter term when appropriate) in conference with the Faculty Advisor and complete advanced registration for the term in question. New students confer with their Faculty Advisors during the orientation period. Final registration is completed at designated times at the beginning of each term. All courses and changes in a course program must be approved by the Faculty Advisor.

A student wishing to change his academic advisor may request such, with the concurrence of the faculty members involved, through the Registrar's Office.

Course Load

The course load for the 4-1-4 calendar is four courses in the Fall and Spring terms and one course during the Winter term. Students with a 3.0 average for the last regular term or a 3.0 average overall may take one additional full-credit course during the regular Fall and Spring terms. No student may take more than one course during Winter Term. A student whose schedule falls below three full-credit courses must have permission of the Dean of the College to remain in school. If for some approved reason a student is registered for less than the regular load, he may be classified either as a part time degree student or as a special non-degree student.

Winter Term

Arrangements may be made to take Winter term courses at several other colleges on the 4-1-4 calendar, as well as off-campus courses offered by those colleges. Students interested in exchange programs should work through the Winter Term coordinator to insure the proper handling of exchange applications.

Declaration For An Academic Major

Not later than the Spring of his sophomore year the student must declare the department in which he wishes to major. The requirements in each major field are given at the beginning of the description of courses in that department and are found in the 1974-1975 St. Andrews Catalog.

Transfer students admitted to junior or senior standing must declare

a major during their first regular Term of enrollment.

Attendance Regulations

1. General College Policy

Regular class attendance is an important student obligation and a student is responsible for all the work, including tests and written work, done in all class meetings. No right or privilege exists which authorizes a student to be absent from any given number of class meetings.

2. Absence Policy

Students are expected to be present at all their regularly scheduled class appointments. Experience has shown that successful students do not absent themselves from class without good reason. One of the major causes for poor academic achievement is excessive absence from class.

Attendance regulations are designed to provide that a large measure of individual responsibility be given to students whose academic records justify the delegation of such responsibility. The instructor in each course will announce and maintain an absence policy in keeping with the nature of the course and the classification of the student. Each student should familiarize himself with this policy at the beginning of each course.

When absences from class endanger a student's academic standing or indicate a serious lack of commitment to the work of the course, the student will be involuntarily withdrawn from the course after a formal warning from the Dean of the College.

3. Exceptions To The Above Policy

Absences Before and After Holidays

To preserve the integrity of the calendar and the academic program, students will be expected to attend all classes the two class days before and the two class days after each holiday. A record of attendance in all such classes will be reported to the registrar by all instructors.

Students with less than a 3.00 St. Andrews cumulative grade point ratio (g.p.r.) who are absent from these classes may be placed on probation for the remainder of the semester.

System of Grading

1. Each student receives a grade in his course at the close of the term. The mid-term grades when given do not appear on a student's transcript; they are designed to give the student an indication of his progress. The grading system is as follows:

Grade	Interpretation	Grade Points
A	Excellent	4 per course
B	Good	3 per course
C	Average	2 per course
D	Passing	1 per course
E	Conditional Failure	0 per course
F	Failure	0 per course

WP	Incomplete	0 per course
I	Withdrew while passing	0 per course
WI	Withdrawn Involuntarily	0 per course
WF	Withdrew while failing	0 per course
W	Withdrew medically	0 per course

2. Grade points, the numerical equivalent of the letter grade, are used to determine the student's rank in his class, academic honors, and academic warning. To meet the minimum requirements for graduation all students must have (1) a grade point average of 2.0 on all work attempted at St. Andrews; (2) credit for 36 full-credit courses, including one Winter term course for each year of enrollment, and a 37th course consisting of passing work on four terms of Physical Education activity courses, and satisfactory completion of the basic swimming requirement; (3) a grade point average of 2.0 in the major field taken at St. Andrews.

3. Grade points on acceptable work transferred to St. Andrews will not be included in a student's grade point ratio of work done at St. Andrews. All transfer student credits to be accepted by St. Andrews must have a written approval of the Dean of the College.

4. A student's cumulative grade point ratio at St. Andrews (SACU) will be the basis on which honors and qualifications for student offices will be computed.

5. A student must have completed 18 courses at St. Andrews to be eligible for the honor society. The student's citizenship record also must be one of good standing.

Course Additions, Withdrawals, and Conditional Grades

1. Freshmen are permitted to drop courses with the approval of their Faculty Advisor in a designated period following registration day without having this recorded on their permanent records; upperclassmen are allowed a period of one week for dropping particular courses under the same conditions. After this time, a "WP" grade is given when the student withdraws with the approval of his Faculty Advisor while doing passing work. Otherwise, a grade of "WF" is recorded. No student may withdraw from a course during the four weeks preceding the final recitation of the semester without the approval of the Faculty Executive Committee.

2. Students are permitted to add courses with the approval of their Faculty Advisor for a period of a week following registration day. Students who drop or add courses after academic registration must do so in keeping with the proper form available in the registrar's office. Complete instructions are provided on the form and it is essential that the student process this form in every detail in order for his records to be accurate. Merely discontinuing attendance is not sufficient; it is necessary that the proper procedure be followed immediately, and the first step must be discussion of the matter with the Faculty Advisor. Registration or adding a course after the announced drop-add period will require a payment of five (\$5.00) dollars.

3. Any student may be dropped for cause from any course at any time upon recommendation of the professor and the approval of the Dean of the College. Sufficient cause for dropping a student would include excessive absences (see "Attendance Regulation"), lack of preparation, general neglect, unwholesome attitude, or improper conduct in class.

4. The College Physicians at any time may recommend to the Faculty Executive Committee that a student be allowed to drop a course for medical reasons. The Dean of the College or the Dean of Students may make a similar recommendation when circumstances surrounding a student's work are of an unusual nature. In such cases a grade of "W" will be recorded.

5. A grade of conditional failure (E) may be removed by reexamination. This must be accomplished within the fourth week of the following semester. Any exceptions must be authorized in advance by the Dean of the College. If not removed within the authorized time, the "E" becomes a failure, (F).

6. A Failure (F) cannot be removed from a student's record. A repeated course is entered on the record with appropriate grade and both attempts are treated as a courses-attempted when computing the St. Andrews cumulative average. If a course is not required for graduation or for a major it may be repeated only with the approval of the Faculty Advisor and the Dean of the College.

Examinations, Tests, and Reviews

1. A student who has final examinations in three successive periods may ask the Dean of the College or the registrar for an adjustment in the time of such examination.

2. Unsatisfactory grades at mid-term will be reported to the student involved. Where the record as a whole is unsatisfactory, a letter concerning the matter will be sent to the student and parents from the Dean.

Summer School

The college normally conducts a summer session. Though offerings are less varied than during the Fall and Spring terms, the Summer curriculum includes a wide range of courses for undergraduates, teachers, and high school graduates who wish to qualify for advanced standing. Regular members of the St. Andrews Presbyterian College teaching staff and visiting professors make up the faculty of the summer school.

Academic Warnings and Probation

Academic performance which is not fully satisfactory will result in warnings at appropriate times. While probation notices are the most serious, other warnings, such as oral admonitions from instructors or the

Deans, or written notices from the registrar, should be given immediate attention. Several specific conditions, however, are to be observed whether or not a warning is given. These follow:

1. Any regular student whose cumulative grade point ratio is less than 1.75 on all work attempted will be placed on probation, if permitted to continue at St. Andrews.

2. Any regular student who fails two or more courses during the previous regular term may be placed on probation, at the discretion of the Faculty Executive Committee's sub-committee on Student Problems.

3. Any regular student whose grade point ratio for the previous regular term is less than 1.5 will be placed on probation.

4. A student placed on Academic Probation who fails to show marked improvement in his academic work during the following term may be asked to withdraw from St. Andrews. Any student still on Academic Probation after two successive regular terms on Academic Probation, and any student who fails all his academic courses in any regular term, is ineligible to return to St. Andrews.

5. Special students enrolling for less than the regular load will have their records and individual status reviewed by the Faculty Executive Committee.

6. At the end of each term the Dean of the College will mail notices of academic probation to the students concerned, with copies being mailed to the parents, guardian, or spouse. Copies will also be sent to the student's Faculty Advisor and the Office of Student Personnel Services.

7. Adequate grades on three or more summer school courses will remove a student from academic probation. Such study when approved by the Faculty Executive Committee will be counted in computing the required hours for readmission. Grade point deficiencies can be made up only at St. Andrews.

8. The Faculty Executive Committee through its sub-committee on Student Problems may review a student's record at any time and invoke warning, probation, or suspension, or remove a student from such status, if in the Committee's judgment, such action is warranted. Particular attention will be given to student records at each grading period.

Probationary Regulations

Probation is a means of communicating to and warning students, their parents or guardians, and others concerned that such students are not demonstrating satisfactory academic achievement and/or citizenship.

1. Probationary status may be invoked for any of the following causes:

- a. Unsatisfactory academic performance
- b. Unsatisfactory citizenship
- c. Excessive absence from class or laboratory

2. When a student is placed on probation for one of these reasons, he should recognize that his continuation at the college is in serious jeopardy. If additional probationary action is invoked for a different cause, the student may expect dismissal from the college. Students under probation during consecutive semesters most probably can expect suspension if probation otherwise would seem appropriate for the ensuing semester.

3. A student on academic probation may not receive assistance from the college, except that financial aid will not be cancelled for the remainder of a semester unless so recommended by the Faculty Executive Committee.

4. The procedures for appealing judgments of probation (or suspension) are as follows:

- a. Judgments rendered by a Dormitory Council or Traffic Court as the body of original jurisdiction may be appealed to the Student Judiciary Board. If probation (or suspension) is involved, appeals may be heard by the Student-Faculty Appellate Board.

- b. Judgments rendered by the Student Judiciary Board as the body of original jurisdiction may be appealed to the Student-Faculty Appellate Board.

- c. Unless otherwise authorized by the chairman of the judicial body rendering the judgment of probation (or suspension), or by one of the Deans, appeals are to be made no later than 4:00 p.m. the next working day following the action.

- d. In actions involving probation (or suspension), students may request a review of the case by the Vice-President for Academic Affairs.

5. Students under probationary status are expected to exhibit evidence of improvement both in academic achievement and in citizenship. Lack of such evidence, in the judgment of the Student Association judiciary, the Deans, or the Faculty Executive Committee, may result in suspension or dismissal without further hearing when such action appears to be warranted.

Continuation At St. Andrews

To maintain satisfactory progress toward a degree, a student must pass nine courses each year and maintain a cumulative 2.00 average. He

will be permitted to return, however.

(1) For his second year, upon completion of 8 courses passed with a 1.50 SACU.

(2) For his third year, upon completion of 17 courses passed with a 1.75 SACU.

(3) For his fourth year, upon completion of 28 courses passed with a 1.90 SACU, and acceptance as a major in an academic program.

Additional Considerations for Readmission

1. In meeting the above requirements for continuation at St. Andrews, no grade of incomplete (I) or of conditional failure (E) may be counted in the total number of courses passed.

2. Credit for three or more summer school courses, when approved by the Faculty Executive Committee and in keeping with degree requirements, will be counted in computing the required total for readmission eligibility.

3. Both resident and non-resident students must complete the appropriate Residency Agreement to establish eligibility for readmission.

4. In keeping with the twofold purpose of the College, that of higher education and Christian citizenship, applicants for admission or readmission whose records of achievement and citizenship reveal questionable patterns of behavior, will be denied the privilege of enrollment or may be given an appropriate conditional status.

Withdrawal From St. Andrews

Resident or non-resident students who desire or find it necessary to withdraw from St. Andrews at any time following notice of admission or readmission are expected to observe the regular withdrawal procedure:

1. Obtain the withdrawal form from the Dean of Students office, and obtain his signature.

2. Discuss the matter with the Faculty Advisor and obtain his signature on the form.

3. Secure from each professor an actual letter grade in your courses up to the time of withdrawal.

4. Confer with the Dean of the College who will assign a grade of "WP," "WF," or "W" for each course based on the actual grades recorded by the faculty.

5. Clear your account with the Library and the Business Office, and check out of the Residence Hall in the proper manner. If a student withdraws for any reason within the first three weeks following registration day (or within the first week of a summer term), one-half of the tuition and fees charged at the time of registration will be refundable. If a resident, a charge will be made for dormitory room rent. After the third week, or after the first week during the summer term, no refunds are allowed except for sickness. Written evidence of such conditions must be filed with the Dean of the College. Further, no refunds will be made

without an honorable dismissal from the Dean or without application for a refund at the time of withdrawal.

6. Return the form to the Registrar's Office. The date the form arrives in this office will be the official date of withdrawal in determining refunds, etc.

7. In emergencies, the Dean of the College, or the Dean of Students may adjust the procedures attending withdrawal.

NON-ACADEMIC POLICIES

When any student does not show convincing evidence of being in sympathy with the purposes, policies, and procedures of the institution, the College must reserve the right to ask the student to withdraw.

GENERAL INFORMATION

General College policy concerning civil violations, firearms, drugs, and alcoholic beverages come under the Code of Responsibility.

Alcoholic Beverages

Permission to possess or consume alcoholic beverages other than within the residence hall suite is granted only by the Office of Student Personnel Services. Suite parties are permitted in the dormitory on Friday and Saturday nights. Suite parties for other nights must be scheduled through the Dormitory Residence Director.

In accordance with the Code of Responsibility, printed below are laws pertinent to the use of alcoholic beverages in Scotland County:

G.S. 18-51(6) makes it unlawful for any person, association or corporation to permit any alcoholic beverages to be possessed or consumed upon any premises not authorized pursuant to Chapter 18 of the General Statutes, and for any person to possess or consume alcoholic beverages upon the premises where not authorized by law or where the persons have been forbidden to possess or consume alcoholic beverages by the owner or person in charge of said premises.

G.S. 18-90.1 makes it unlawful for any minor under the age of 18 years to purchase or possess the products described in G.S. 18-64, to-wit: beer and wine, etc., and also for any person under 21 years of age to purchase or possess alcoholic beverages, to-wit: liquor.

Under G.S. 18-51 a person who is at least 21 years of age may possess and consume alcoholic beverages as authorized in this section.

Prohibition of Weapons

The North Carolina General Assembly passed House Bill No. 499 on April 27, 1971 which "**strictly prohibits** the possession of **any gun**, rifle, pistol, bowie knife, dagger, switch-blade knife, explosive of any kind, etc., etc.," from any college campus, public or private. Thus, any item considered a weapon, functional or nonfunctional is prohibited from the St. Andrews campus.

North Carolina Controlled Substance Act (1971)

The 1971 General Assembly recently enacted the North Carolina Controlled

Substances Act (Ch. 919, 1971 Sessions Laws—effective Jan. 1, 1972) which makes significant changes in North Carolina's drug laws. The act is patterned after the federal Comprehensive Drug Abuse Prevention and Control Act (1970) and includes provisions for increased criminal penalties as well as for treatment, education, and research.

The criminal provisions are arranged in six basic schedules in order of severity. The "controlled substances" are grouped within the various control schedules according to the following criteria: (1) potential for abuse, (2) medical value, (3) potential for physical or psychological addiction, and (4) relative danger to society. For example, heroin, LSD, mescaline and peyote are listed in Schedule I; opium and cocaine in Schedule II; amphetamines and barbituates in Schedule III; phenobarbital in Schedule IV; codeine in Schedule V; and marihuana and THC in Schedule VI, the least severe penalties. Felony level penalties up to life imprisonment are prescribed for most violations with monetary fines from \$5,000 to \$15,000. Criminal penalties are largely dependent upon the schedule and the classification of the offense into simple "possession" or more severe "distributing" (selling) categories. However, there is a statutory presumption of possession with intent to distribute if one possesses more than a specified minimum amount of "controlled substance." For example, possession of more than 5 grams of marihuana or more than one-hundredth gram of THC carries a presumption of intent to distribute and thus a more severe penalty. Simple possession of Schedule III & IV substances are misdemeanors for the first offense although later offenses are considered felonies. The first two offenses of possession of Schedule V & VI substances are misdemeanors. Distribution of any controlled substance by a person between 18 and 21 years old to one under 18 who is also at least three years younger than the distributor is to be punished by twice the normal punishment provision. Similarly, distribution by a person 21 years or older to a person less than 21 years is to be punished by not less than 10 years to life and/or up to \$15,000 fine. One significant provision allows for the conditional discharge and expunction of the criminal records for first offenders of possession of Schedule III to VI substances after fulfilling probation requirements (which may include rehabilitation treatment), thus erasing the stigma of a criminal record.

Courts are given some discretion in sending offenders to treatment rather than penal facilities. Physicians and other practitioners are not to disclose the names of drug abusers who come to them for treatment; nor is such information admissible in evidence in courts of law.

The Department of Public Instruction and the Board of Higher Education are directed to carry out educational programs designed to prevent and deter misuse and abuse of controlled substances.

The Student Life Committee has adopted the following policies with regard to Controlled Substances:

- A. As members of the Honor Community, all students indicted on a felonious charge will withdraw themselves from campus residency until the charge has been resolved by the civil authorities. At that time, if innocent, the student returns to the campus with reimbursement of rent for the period of time he or she did not occupy his or her designated dormitory space.
- B. In the event that Student Personnel Services is led to investigate a complaint concerning the possession of controlled substances and as a result charges any student with a violation of College regulations in regard to the possession of controlled substances that student will withdraw himself from campus residency. He may ap-

peal this action to a special appeals committee consisting of two students, one faculty member and one representative of Student Personnel Services (which committee serves at the pleasure of the President of the College). He must notify Student Personnel Services within 48 hours of the placing of the charge of his intent to appeal. The appeal will be heard within five days of such notification. On the basis of the outcome of this appeal, the provisions of Section A above will apply.

- C. In cases of financial hardship, a committee of the Honor Community consisting of a representative of the Office of Financial Aid, a representative of Student Personnel Services, and the appropriate Dormitory President will recommend appropriate action to the President of the College.

Convicted Felons

The Student Life Committee adopted the following policy concerning the treatment of any student convicted of a felony:

Any student convicted of, or pleading "guilty" or "nolo contendere" to a felony committed while in residence at St. Andrews (this is to be interpreted as applying to any student living on or off campus) will be suspended immediately, and he will not be permitted to apply for readmission to St. Andrews for one full academic term (excluding Winter and Summer terms). During that term, he must not enter college property without prior permission from the office of Student Personnel Services, and he must avail himself of counselling services and a report from his counselor must be submitted to the College.

Personal Possessions

A student is responsible for all items in his possession. Students are urged to lock their doors at all times.

Selling and Soliciting

Only the Business Manager and the Dean of Students may grant permission to sell or solicit items or services on campus. Any commitment by a student to a solicitor, whether authorized or not, is a personal commitment for which the College can assume no responsibility. Agents without a written permit from the Office of Student Personnel Services should be reported immediately.

Marriage

Notification of plans for matrimony by an enrolled student should be received by Student Personnel Services as soon as possible.

Pets

Due to state and local health regulations, dogs, cats, and all pets, except fish, must be excluded from all academic buildings, service build-

ings, dormitories, and all other campus facilities open to students, faculty, staff, and the public.

Tree Damage

Any person found responsible for damaging the trees and shrubbery on campus will be held responsible for their replacement.

Fishing

All state regulations regarding public fishing apply to the St. Andrews lake. Any resident of Scotland County may fish with a pole and natural bait. However, use of artificial bait requires a valid North Carolina fishing license. Students at St. Andrews are considered residents of Scotland County.

Damage to College Property

Individuals are responsible for college property designated for their use.

GUIDES FOR RESIDENT STUDENTS

Dormitory Authority

While the following regulations are intended primarily for resident students, all students while on campus or at college events are expected to observe these guides. All students, including off-campus men and women not residing with parents, guardian, or spouse are classified as resident students.

Residence Director

In the event of a disruption in the Dormitory, the Dormitory Director may move against a student only in the event that he cannot contact, by telephone in the presence of a witness, the following students who have jurisdiction over the situation: suite leader, vice-president of the Dormitory, president of the Dormitory, vice-president of Student Association, president of Student Association, or that these people are unable to resolve the situation.

The Dormitory Director may act in the following way: a request that the disruption cease, a warning follows if it does not cease, if the disruption continues the student is subject to immediate eviction. If the student persist in disruption beyond this point he may be suspended from the College for the remainder of this term.

The student has the right to appeal actions of the Dormitory Director to Student Personnel Services and in the event that no redress may be found an appeal may be made to the Special Appeals Committee.

Room Change:

Students may change rooms and roommates for good reasons, after filing a request and receiving approval for room change from the Director of College Housing. Copies of this request form are available in the Stu-

dent Personnel Services Office. Students who change rooms without the approval of the Director of College Housing will be subject to a \$25.00 fine. This fine applies to all persons occupying rooms other than those to which they have been specifically assigned by the Housing Office.

Room Inspection:

Inspection of rooms may be conducted only by a member of the administration, together with a student leader, and then only at the direction of the Student Personnel Services Office. Normal maintenance procedures may require college employees to enter rooms at other times during the college year, including vacations. Room inspection policy is covered in the Code of Responsibility. Normally, each dorm is inspected once a month for purposes of health, safety, and maintenance evaluation.

Specific Regulations Regarding Use of Residence Halls:

1. Nails, tacks, and screws will not be driven into the walls, ceilings, doors, woodwork, or furniture.
2. Cigarette butts will not be extinguished or left on the furniture or floors.
3. Objects will not be suspended from the room ceilings, nor will the ceiling tile be removed.
4. Beds and desks will not be dismantled.
5. Wall coverings must adhere to state fire code and guidelines of the insurance underwriters.
6. All electrical appliances must bear the U.L.S. Seal of Approval. All refrigerators must be approved by the Director of the Physical Plant.
7. Food will not be kept in the residence hall except in closed tin glass, or plastic containers. All food utensils and food preparation devices must be cleaned immediately after use, due to the danger of insect infestation.
8. Loss of furniture should be reported to the Resident Director or Assistant Residence Director, as furniture will be charged to the occupants until recovered. Furniture and furnishings will not be removed from rooms or suite lounges. Students with college-owned lounge furniture in their rooms without the approval of the Housing Office will be required to return the furniture to its proper place and will be assessed a fine.
9. Requests for removal of beds, mattresses, or desks from a room must be made to the Director of Housing.
10. Permission to paint rooms must be secured from the Director of Housing. Applications may be secured from Student Personnel Office.
11. Requests for repairs or light bulbs and complaints about heating, air conditioning, or cleaning services should be reported to the Residence Director or Assistant Residence Director.
12. Personal property will not be left in the rooms between school years.
13. Bicycles or motor vehicles of any type, or parts thereof, will

not be brought into the residence hall, lounges or rooms.

14. In the event of damages to a room or the furniture or furnishings therein, the College will charge the cost of the repairs to the occupants of that room until the responsibility for such damage is determined. The cost of repairs for damages to a suite hall, suite bath, or suite lounge will be charged to all occupants of that suite until responsibility for such damage is determined.

15. No items are to be stored in halls, suite lounges, bathrooms, under beds, or in any public areas except storage areas authorized by the Housing Office.

16. No refrigerators are to be kept in bathrooms.

17. Any St. Andrews student living in a dormitory may have a waterbed in his room, provided he meets two requirements. (1) Before he installs the waterbed the student must notify his dorm president, his suite leader, and the Housing Office. (2) Before he installs the waterbed, the student must sign a statement of financial responsibility for any damage that may be caused by the waterbed.

18. Shooting or possession of fireworks either in the residence hall or in the vicinity thereof will not be permitted.

19. Fire extinguishers will not be tampered with or removed from their stations except in case of fire.

20. All bed mattresses must be placed off of the floor.

Room Security:

Students are encouraged to lock their rooms when leaving their suites for any length of time. This is an attempt to lessen the possibility of theft.

Dormitory Visitation Hours

All dormitories will be closed from 3:00 a.m. till 9:00 a.m. Each individual Dorm Council or suite may choose to legislate stricter dorm hours. Extended open hours may be obtained on a day-to-day basis through the approval of the respective Dorm President or Vice-President, and the Office of Student Personnel Services. The desire for extended hours must be expressed by 5:00 p.m. of the particular night in question.

Impeachment of Suite Leaders:

To impeach a suite leader a list of grievances signed by a two-thirds ($\frac{2}{3}$) majority of the concerned suite shall be presented to the appropriate Dorm Council. The council shall investigate the grievances and vote by a two-thirds ($\frac{2}{3}$) majority for the removal of the said suite leader or waive the proposal. If the suite leader is removed the suite shall elect a new suite leader.

Long Distance Calls:

Long distance phone calls are to be made only at a pay phone. Local calls may be made from the phone by first dialing 9.

Overnight Guests:

All overnight guests must be registered with the Residence Director. All visitors staying longer than three nights must have permission in writing from the Office of Student Personnel Services. Overnight guests staying in the guest rooms are charged a fee of \$3.00 for single occupant and \$5.00 for double for each night of occupancy. Former students not in good standing with the College may not be a guest in a dormitory without the permission of the Dean of Students.

Residence Philosophy:

While Suite Leaders and Dormitory Presidents have primary authority in maintaining necessary order in dorms, it is each student's responsibility to become involved in this endeavor. Several approaches are available: a personal confrontation, a suite meeting, referral to a Residence Court via the Suite Leader, or a conference with the Residence Director or other student personnel staff members. In every instance, conversation should precede action. As in all disciplinary cases, the student's total academic and citizenship record will be weighed against specific charges.

Off-Campus Residents:

Since St. Andrews is a residential college, all students are required to live in the dormitories on campus, when available space permits, unless they are living with parents, guardians, or husbands or wives. Single undergraduate men and women fully admitted but for whom no space on campus can be assured may be permitted to reside off-campus when approved by application to the Office of Student Personnel Services. Basic college regulations apply to off-campus residents.

Persons who wish to reside off-campus must first complete an "Application for Off-Campus Housing."

Roof of Dormitories:

For the protection of lives and property, no one is permitted to use the roof of dormitories without prior approval from the Director of the Physical Plant.

"The Wall" (i.e., the front section of the wall between the ramp and the steps at the end of the causewalk nearest the College Union) is for any St. Andrews student who wishes to draw public attention to any ideas and feelings he wants to express. Students are requested to follow the Code of Responsibility in the use of The Wall and to limit their use to this one section only.

Room-Mates:

Private rooms are available at an extra cost. If a student's room-mate moves elsewhere, it becomes the obligation of the student remaining to find a room-mate or else pay for a private room.

COLLEGE REGULATIONS

General Guides

St. Andrews Code of Responsibility

PREAMBLE:

St. Andrews is a church-related, coeducational, residential, liberal arts college. It exists to liberate men and women socially, intellectually, and religiously. Its purpose is to develop men and women whose leadership and service are an expression of their critical, creative and disciplined minds and lives and of their humane concern. The effectiveness of such an educational process is determined by the quality of the total life of the college community.

The College recognizes that excessive conformity prevents community and forbids individuality. Similarly extreme individualism not only prevents individual growth, but denies the individual's responsibility for his brothers' good in community. Therefore, the College endeavors to hold in meaningful and balanced tension both independence and inter-dependence. To give its members an opportunity for maturation it advocates freedom; to ensure the existence of a viable community it insists upon the exercise of responsibility. It believes that its educational purposes can best be accomplished in an atmosphere of responsible freedom and commitment rather than by means of superficial conformity to a set of detailed rules and prohibitions. It believes that responsible maturity is more likely to develop when each member of the community is both free and obligated to struggle with principles of conduct and to accept full responsibility for his own actions and decisions.

To honor these commitments of St. Andrews, this Code is subscribed to and honored by the entire College community: Board of Trustees, administration, faculty* and students. It is recognized that every particular will not apply equally to each of these segments of the College. Nevertheless, the spirit of the whole does apply, and each segment should embrace the particulars in ways appropriate to its conditions and needs.

Honor System. Each member of the College community is expected to subscribe to the St. Andrews Honor Code: "As a member of the Honor Community of St. Andrews, I pledge that I will not lie, cheat, or steal, nor will I tolerate this conduct in any other member of the community. I will do all within my power to uphold the high standard of integrity and honor of St. Andrews."

Academic Responsibility. Students have the right to take reasoned exception to selected data or views offered in courses and to reserve judgment about matters of opinion. They are, therefore, protected against prejudicial of capricious evaluation. Professors have a responsibility to inform students concerning course expectations and criteria for performance evaluation and to maintain office hours for conferences with students who need counsel and advice regarding their progress in the course. Students are responsible, however, for learning the content of any course in which they are enrolled; and they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.

Knowledge of student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisors, and counselors is considered confidential. Members of the student body and members of the faculty should be protected from arbitrary curriculum changes (e.g. catalog changes,

changes in major requirements, without following appropriate procedures).

**The Faculty approves the Code with the proviso that any reading or interpretation of this Code is null and void which is at variance with the By-Laws of the Faculty or the Student Constitution which the Faculty approves and that this qualification be published with any official report or publication of the faculty's approval of the Code.*

Academic and Disciplinary Records. The College maintains one official copy of the student's academic record and one copy of his non-academic record. These records are confidential, and their contents are not revealed to others, with the exception of parents and guardians, without a written request from the student or a court order. Academic transcripts contain only academic data except that all withdrawals prior to graduation, voluntary or involuntary, are considered relevant and are recorded on the transcript. Upon the student's departure from the College only academic and official disciplinary records of legitimate courts are retained; all others are destroyed. The College will establish for each student a placement file in accordance with professional standards.

Freedom of Expression and Assembly.

1. Members of the academic community and college organizations should be free to examine and discuss all questions of interest to them, and to express opinions publicly and privately. They should always be free to support causes by orderly means which do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations students or student organizations speak only for themselves.

2. Members of the academic community and all authorized college organizations should be allowed to invite and to hear any person of their own choosing, provided that the event and the speaker are properly scheduled by the Calendar Committee and that the occasion is conducted in a manner appropriate to an academic community. The institutional control of campus facilities should not be used as a device of censorship. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution.

Media. The College newspaper, other publications, and campus broadcast media are recognized as valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. The quality of such output is expected to reflect the kind of intellectual production normally associated with an academic community: intellectual integrity, judicious perception of the pros and cons of any position, rational argument and careful scholarship. They shall have freedom of expression within the context of the following limitations:

a. Recognition on the part of authors, editors and commentators that freedom entails corollary responsibilities to be governed by the canons of responsible journalism, such as avoidance of libel, slander, impropriety, undocumented allegations, attacks on personal integrity, and the technique of harassment and innuendo.

b. The right of any person in the community who thinks that he or the College has been abused in any way mentioned to appeal to the proper authorities for redress; (1) if the author is a student, appeal to the Student Judiciary Board; (2) if the author is a professor, appeal to the Faculty Personnel Committee.

c. Recognition that if a person outside the College brings legal action against the College which results from statements made by a student in student media, the College may also bring charges against such a student to the Student Judiciary Board.

d. Each of the media will carry the statement that the opinions expressed by it are not necessarily those of the College.

Personal Privacy and Safety. Each person has a right to safety in his person and belongings, to privacy in his residence, to freedom from offensive, riotous, unruly or disruptive conduct on the part of others, and to the maintenance of an atmosphere conducive to study. Likewise, each person has the responsibility to help provide and protect this right for the other members of the community; and each person has a responsibility to respect the property of the College. It is the responsibility of the College to provide a security system to protect persons and property. It is a collateral responsibility of the members of the community to respect and cooperate with the Security Officers in the interest of community well-being.

The College reserves the right to inspect residence halls periodically for the purpose of assuring fire prevention, sanitation, safety, and the maintenance of the College plant. It also reserves the right to search a room for a specific purpose provided the following conditions are met: (a) that the reasons therefor and the objects or information sought have been clearly specified by or to the Dean of Students in writing, that this information is clearly specified in writing to all students involved, and kept on file; and (b) that justifiable cause to conduct the search is found to exist by the Dean of Students; and (c) that the student involved is present if possible during the search; and (d) that the search is conducted by a member of the office of Student Personnel Services, and the dorm president or vice-president or the suite leader of the involved suite. Since protection against improper search is important to student rights and freedoms, the dorm president or vice-president must agree that it is not possible for the student involved to be present, as specified in term "c" above, before a search is made.

Alcoholic Beverages. St. Andrews strongly disapproves the misuse of alcoholic beverages prevalent in our society and affirms, consistent with the frequently reiterated position of the church, the appropriateness of voluntary abstinence as the norm. The College will not tolerate alcoholic consumption which produces loss of self-control, abuse of the person or rights of others, excessive disturbance, or destruction of property. Such conduct is subject to disciplinary action. Compliance with local and state laws concerning the purchase, possession, transportation, and consumption of alcoholic beverages is expected.

Drugs. All local, state, and federal laws will be observed regarding the use, possession, and sale of drugs.

Firearms. The possession and use of firearms in a campus community constitutes a serious hazard. Therefore, the possession and use of firearms must be considered a privilege rather than a right, and will be permitted only under the most explicit conditions, the violation of which warrants appropriate disciplinary action.

Firearms are to be maintained and stored in accordance with state and federal law, and college regulations.

Financial Responsibility. Members of the St. Andrews community are expected to demonstrate financial integrity and responsibility and to meet their financial commitments. The College will serve neither as a collection agency for debts incurred elsewhere nor as a shelter for creditors. However, the College has a responsibility to inform a student of his indebtedness to the College in advance of his departure, and the student must remove such indebtedness in order to be graduated or to receive transcripts from the College.

Disciplinary Action. Members of the College community have the right of

due process in matters involving disciplinary action. Such procedures for the student shall conform to the Joint Statement on Rights and Freedoms of Students VI. (omitting B. 1) and V.B. and for the faculty shall conform to the 1940 Statement of Principles on Academic Freedom and Tenure.

Code Implementation and Amendment. The Faculty and the Student Senate shall jointly assume responsibility to devise ways and means for this Code to become increasingly an expression of St. Andrews community life, to continue to review it for adequacy, and collectively to become the instrument by which future revisions are recommended to the Board of Trustees

JOINT STATEMENT ON RIGHTS AND FREEDOMS OF STUDENTS

In June, 1967, a joint committee, comprised of representatives from the American Association of University Professors, U. S. National Student Association, Association of American Colleges, National Association of Student Personnel Administrators, and National Association of Women Deans and Counselors, met in Washington, D. C., and drafted the Joint Statement on Rights and Freedoms of Students published below.

The multilateral approach which produced this document was also applied to the complicated matter of interpretation, implementation, and enforcement, with the drafting committee recommending (a) joint efforts to promote acceptance of the new standards on the institutional level, (b) the establishment of machinery to facilitate continuing joint interpretation, (c) joint consultation before setting up any machinery for mediating disputes or investigating complaints, and (d) joint approaches to regional accrediting agencies to seek embodiment of the new principles in standards for accreditation.

Since its formulation, the Joint Statement has been endorsed by each of its five national sponsors, as well as by a number of other professional bodies. The endorsers are listed below:

U. S. National Student Association
Association of American Colleges
American Association of University Professors
National Association of Student Personnel Administrators
National Association of Women Deans and Counselors
American Association for Higher Education
Jesuit Education Association
American College Personnel Association
Executive Committee, College and University Department, National Catholic Education Association
Commission on Student Personnel, American Association of Junior Colleges

PREAMBLE

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Institutional procedures for achieving these purposes may vary from campus to campus, but the minimal standards of academic freedom of students outlined below are essential to any community of scholars.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility.

The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the academic community. Each college and university has a duty to develop policies and procedures which provide and safeguard this freedom. Such policies and procedures should be developed at each institution within the framework of general standards and with the broadest possible participation of the members of the academic community. The purpose of this statement is to enumerate the essential provisions for student freedom to learn.

I. FREEDOM OF ACCESS TO HIGHER EDUCATION

The admissions policies of each college and university are a matter of institutional choice provided that each college and university makes clear the characteristics and expectations of students which it considers relevant to success in the institution's program. While church-related institutions may give admission preference to students of their own persuasion, such a preference should be clearly and publicly stated. Under no circumstances should a student be barred from admission to a particular institution on the basis of race. Thus, within the limits of its facilities, each college and university should be open to all students who are qualified according to its admission standards. The facilities and services of a college should be open to all its enrolled students, and institutions should use their influence to secure equal access for all students to public facilities in the local community.

II. IN THE CLASSROOM

The professor in the classroom and in conference should encourage free discussion, inquiry, and expression. Student performance should be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

A. Protection of Freedom of Expression

Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.

B. Protection Against Improper Academic Evaluation

Students should have protection through orderly procedures against prejudiced or capricious academic evaluation. At the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.

C. Protection Against Improper Disclosure

Information about student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisers, and counselors should be considered confidential. Protection against improper disclosure is a serious professional obligation. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge or consent of the student.

III. STUDENT RECORDS

Institutions should have a carefully considered policy as to the information which should be a part of a student's permanent educational record and as to

the conditions of its disclosure. To minimize the risk of improper disclosure, academic and disciplinary records should be separate, and the conditions of access to each should be set forth in an explicit policy statement. Transcripts of academic records should contain only information about academic status. Information from disciplinary or counseling files should not be available to unauthorized persons on campus, or to any person off campus without the express consent of the student involved except under legal compulsion or in cases where the safety of persons or property is involved. No records should be kept which reflect the political activities or beliefs of students. Provisions should also be made for periodic routine destruction of noncurrent disciplinary records. Administrative staff and faculty members should respect confidential information about students which they acquire in the course of their work.

IV. STUDENT AFFAIRS

In student affairs, certain standards must be maintained if the freedom of students is to be preserved.

A. Freedom of Association

Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the academic community. They should be free to organize and join associations to promote their common interests.

1. The membership, policies, and actions of a student organization usually will be determined by vote of only those persons who hold bona fide membership in the college or university community.

2. Affiliation with an extramural organization should not of itself disqualify a student organization from institutional recognition.

3. If campus advisers are required, each organization should be free to choose its own adviser, and institutional recognition should not be withheld or withdrawn solely because of the inability of a student organization to secure an adviser. Campus advisers may advise organizations in the exercise of responsibility, but they should not have the authority to control the policy of such organizations.

4. Student organizations may be required to submit a statement of purpose, criteria for membership, rules of procedures, and a current list of officers. They should not be required to submit a membership list as a condition of institutional recognition.

5. Campus organizations, including those affiliated with an extramural organization, should be open to all students without respect to race, creed, or national origin, except for religious qualifications which may be required by organizations whose aims are primarily sectarian.

B. Freedom of Inquiry and Expression

1. Students and student organizations should be free to examine and discuss all questions of interest to them, and to express opinions publicly and privately. They should always be free to support causes by orderly means which do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations students or student organizations speak only for themselves.

2. Students should be allowed to invite and to hear any person of their own choosing. Those routine procedures required by an institution before a guest speaker is invited to appear on campus should be designed only to insure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an

academic community. The institutional control of campus facilities should not be used as a device of censorship. It should be made clear to the academic and large community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution.

C. Student Participation in Institutional Government

As constituents of the academic community, students should be free, individually and collectively, to express their views on issues of institutional policy and on matters of general interest to the student body. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs. The role of the student government and both its general and specific responsibilities should be made explicit and the actions of the student government within the areas of its jurisdiction should be reviewed only through orderly and prescribed procedures.

D. Student Publications

Student publications and the student press are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of the faculty and the institutional authorities and of formulating student opinion on various issues on the campus and in the world at large.

Whenever possible the student newspaper should be an independent corporation financially and legally separate from the university. Where financial and legal autonomy is not possible, the institution, as the publisher of student publications, may have to bear the legal responsibility for the contents of the publications. In the delegation of editorial responsibility to students the institution must provide sufficient editorial freedom and financial autonomy for the student publications to maintain their integrity of purpose as vehicles for free inquiry and free expression in an academic community.

Institutional authorities, in consultation with students and faculty, have a responsibility to provide written clarification of the role of the student publications, the standards to be used in their evaluation, and the limitations on external control of their operation. At the same time, the editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo. As safeguards for the editorial freedom of student publications the following provisions are necessary.

1. The student press should be free of censorship and advance approval of copy, and its editors and managers should be free to develop their own editorial policies and news coverage.

2. Editors and managers of student, publications should be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content. Only for proper and stated causes should editors and managers be subject to removal and then by orderly and prescribed procedures. The agency responsible for the appointment of editors and managers should be the agency responsible for their removal.

3. All university published and financed student publications should explicitly state on the editorial page that the opinions there expressed are not necessarily those of the college, university, or student body.

V. OFF-CAMPUS FREEDOM OF STUDENTS

A. Exercise of Rights of Citizenship

College and university students are both citizens and members of the academic community. As citizens, students should enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy and, as members of the academic community, they are subject to the obligations which accrue to them by virtue of this membership. Faculty members and administrative officials should insure that institutional powers are not employed to inhibit such intellectual and personal development of students as is often promoted by their exercise of the rights of citizenship both on and off campus.

B. Institutional Authority and Civil Penalties

Activities of students may upon occasion result in violation of law. In such cases, institutional officials should be prepared to apprise students of sources of legal counsel and may offer other assistance. Students who violate the law may incur penalties prescribed by civil authorities, but institutional authority should never be used merely to duplicate the function of general laws. Only where the institution's interests as an academic community are distinct and clearly involved should the special authority of the institution be asserted. The student who accidentally violates institutional regulations in the course of his off-campus activity, such as those relating to class attendance, should be subject to no greater penalty than would normally be imposed. Institutional action should be independent of community pressure.

VI. PROCEDURAL STANDARDS IN DISCIPLINARY PROCEEDINGS

In developing responsible student conduct, disciplinary proceedings play a role substantially secondary to example, counseling, guidance, and admonition. At the same time, educational institutions have a duty and the corollary disciplinary powers to protect their educational purpose through the setting of standards of scholarship and conduct for the students who attend them and through the regulation of the use of institutional facilities. In the exceptional circumstances when the preferred means fail to resolve problems of student conduct, proper procedural safeguards should be observed to protect the student from the unfair imposition of serious penalties.

The administration of discipline should guarantee procedural fairness to an accused student. Practices in disciplinary cases may vary in formality with the gravity of the offense and the sanctions which may be applied. They should also take into account the presence or absence of an honor code, and the degree to which the institutional officials have direct acquaintance with student life in general and with the involved student and the circumstances of the case in particular. The jurisdictions of faculty or student judicial bodies, the disciplinary responsibilities of institutional officials and the regular disciplinary procedures, including the student's right to appeal a decision, should be clearly formulated and communicated in advance. Minor penalties may be assessed informally under prescribed procedures.

In all situations, procedural fair play requires that the student be informed of the nature of the charges against him, that he be given a fair opportunity to refute them, that the institution not be arbitrary in its actions, and that there be provision for appeal of a decision. The following are recommended as proper safeguards in such proceedings when there are no honor codes offering comparable guarantees.

A. Standards of Conduct Expected of Students

The institution has an obligation to clarify those standards of behavior which it considers essential to its educational mission and its community life. These general behavioral expectations and the resultant specific regulations should represent a reasonable regulation of student conduct, but the student should be as free as possible from imposed limitations that have no direct relevance to his education. Offenses should be as clearly defined as possible and interpreted in a manner consistent with the aforementioned principles of relevancy and reasonableness. Disciplinary proceedings should be instituted only for violations of standards of conduct formulated with significant student participation and published in advance through such means as a student handbook or a generally available body of institutional regulations.

B. Investigation of Student Conduct

1. Except under extreme emergency circumstances, premises occupied by students and the personal possessions of students should not be searched unless appropriate authorization has been obtained. For premises such as residence halls controlled by the institution, an appropriate and responsible authority should be designated to whom application should be made before a search is conducted. The application should specify the reasons for the search and the objects or information sought. The student should be present, if possible, during the search. For premises not controlled by the institution, the ordinary requirements for lawful search should be followed.

2. Students detected or arrested in the course of serious violations of institutional regulations, or infractions of ordinary law, should be informed of their rights. No form of harassment should be used by institutional representatives to coerce admissions of guilt or information about conduct of other suspected persons.

C. Status of Student Pending Final Action

Pending action on the charges, the status of a student should not be altered, or his right to be present on the campus and to attend classes suspended, except for reasons relating to his physical or emotional safety and well-being, or for reasons relating to the safety and well-being of students, faculty, or university property.

D. Hearing Committee Procedures

When the misconduct may result in serious penalties and if the student questions the fairness of disciplinary action taken against him, he should be granted, on request, the privilege of a hearing before a regularly constituted hearing committee. The following suggested hearing committee procedures satisfy the requirements of procedural due process in situations requiring a high degree of formality.

1. The hearing committee should include faculty members or students, or, if regularly included or requested by the accused, both faculty and student members. No member of the hearing committee who is otherwise interested in the particular case should sit in judgment during the proceeding.

2. The student should be informed, in writing, of the reasons for the proposed disciplinary action with sufficient particularity, and in sufficient time, to insure opportunity to prepare for the hearing.

3. The student appearing before the hearing committee should have the right to be assisted in his defense by an adviser of his choice.

4. The burden of proof should rest upon the officials bringing the charge.

5. The student should be given an opportunity to testify and to present

evidence and witnesses. He should have an opportunity to hear and question adverse witnesses. In no case should the committee consider statements against him unless he has been advised of their content and of the names of those who made them, and unless he has been given an opportunity to rebut unfavorable inferences which might otherwise be drawn.

6. All matters upon which the decision may be based must be introduced into evidence at the proceeding before the hearing committee. The decision should be based solely upon such matters. Improperly acquired evidence should not be admitted.

7. In the absence of a transcript, there should be both a digest and a verbatim record, such as a tape recording, of the hearing.

8. The decision of the hearing committee should be final, subject only to the student's right of appeal to the president or ultimately to the governing board of the institution.

Administration and Faculty Information



ADMINISTRATION AND FACULTY

The Office of Student Personnel Services

The Dean of Students: Dr. Malcolm Doubles

This officer is responsible for all activities of student welfare, for the student government, social affairs, health services (infirmary and nurse), non-academic counseling services, residence halls (everything except upkeep and fees), and freshman orientation.

The Director of College Housing and Associate Dean of Students:

Mr. David McNair (on leave 1975-1976)

Responsible for the residence hall program. He is assisted by Assistant Director of College Housing, and Coordinator of Residence Halls. His staff, which includes the residence directors, the residence managers, and the residence assistants, is the primary liaison group with the Residence Hall Presidents, Councils, and other elected student officials.

The Director of Health, Rehabilitation, and College Counselor:

Dr. Robert M. Urie

Responsible for operation of College Health, Rehabilitation, and counseling services. His staff includes Ms. Katherine Weill, R.N., Ms. Dian McIver, L.P.N. Staff Nurse, Ms. Faye Locklear, L.P.N., Staff Nurse, and several part-time professional and student employees.

Responsible to the Dean of Students for the Counseling program of the college. The student may discuss and explore freely, in privacy and strict confidence, any concern that may be interfering with his academic success, personal goals or future objectives. Both individual and group counseling are available in accordance with student needs. Personal, educational, and vocational counseling is also available, without charge, at the Career and Personal Counseling Center.

The Placement Office provides a centralized point for the dissemination of information to students about employment opportunities and career counseling and assists students in job placement. This office also maintains data concerning graduate and professional schools, provides opportunities for students to interview representatives of government, business, and industry and establishes placement files for graduates. It also serves as a clearinghouse for part-time employment opportunities.

The Director of the College Union: Mr. Jerry Surface

Responsible for the coordination of the College Union Program in

cooperation with the College Union Board. Has broad responsibilities for the total social program of student activities for the college community. Responsible for monthly calendar, free university, craft center, plus other student - interest groups.

The Director of College Safety: Mr. Jacques ReVille

Provides security services to the campus community and assists in medical emergencies as well as emergencies related to fire.

The Administration

ALVIN P. PERKINSON, M.A.	President
VICTOR C. ARNOLD, M.A., Ph.D.	Vice-President for Academic Affairs Dean of the College
ROBERT VALENTINE, B.A., M.A.	Assistant Dean for Academic Affairs
J. BRUCE FRYE, B.A., B.D.	Vice-President for Development
VERONICA M. NEWMAN	Secretary to the Dean of the College
MALCOLM DOUBLES, B.A., B.D., Ph.D.	Dean of Students
DAVID MCNAIR, M.A. (on leave)	Associate Dean of Students and Director of College Housing
JACKIE WILLIAMSON	Student Personnel Secretary
JEAN VOGELS	Secretary
JAMES BENNETT, B.A., M.A.	Special Services Project Director
IDA MALLOY MCGILL,	Special Services Assistant Project Director
MRS. MALCOLM GILLIS	Special Services Secretary
JERRY SURFACE	Director of College Union
JACQUES C. REVILLE, Diploma Police Sci.	Director of College Safety
JULIAN M. DAVIS, Ed.D., C.P.A.	Business Manager
KARL MATTSON	Director of Physical Plant
DEWEY HUMPHRIES	Director of Food Services
JAMES STEPHENS	Registrar
ELIZABETH HOLMES, M.A. in L.S.	Librarian
MARGARET W. BENNETT, A.B. in L.S.	Associate Librarian and Cataloger
HUGH M. MCARN, Jr., M.D.	College Physician
DAVID A. WILLIAMS, M.D.	College Physician
ROBERT M. URIE, M.S., B.D., Ph.D.	Director of Health Rehabilitation and Counseling Services
KATHERINE WEILL, R.N.	College Nurse
M. D. BETTS, M.A.	Adapted Programs Instructor
JOHN P. DAUGHTREY, M.S., Ed.D.	Coordinator of Summer Programs
CARL W. GEFFERT, M.A.	Coordinator of Winter Term and Off-Campus Programs
DUDLEY CARTWRIGHT, B.A., M.Div.	Director of Admissions
MAC McMILLAN, B.A., M.A.	Assistant Director of Admissions
ELAINE LILES, B.S.	Associate Director of Admissions
MAC McMILLAN, B.A., M.A.	Financial Aid Officer
TOM SWEENEY, B.A.	Director of News and Publications

DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES

The Chair - Dr. GEORGE MELTON

Politics

George Fouke
Lawrence Schulz
Neil Bushoven

History

Rodney Fulcher
Harry Harvin
Charles Joyner
George Melton
Victor Arnold

Business Administration and Economics

James Holmes
Donald Paxton
Julian Davis

Psychology

Alvin Smith
Geoffrey Endicott
Al Thomas

Education

John Daughtrey
Roger Decker
Eugene Smith
Robert Urie

Anthropology

David McLean
Stuart Marks

DIVISION OF THE MATHEMATICAL, NATURAL AND HEALTH SCIENCES

The Chair - Dr. DONALD BARNES

Biology

John Clausz
Leon Applegate
Clarence Styron

Chemistry

David Wetmore
Tyler Miller
James Stephens
Donald Barnes

Math and Computer Science

William Somerville
William Morgan
William Rolland

Physics

Donald Barnes
William Rolland

Health and Physical Education

Julian Smith
Tom Whitely
Jo Ann Williams
Dean Betts

DIVISION OF HUMANITIES AND THE FINE ARTS

The Chair - Dr. CARL BENNETT

Art

Mark Smith
Bob Tauber

English

Whitney Jones
W. D. White
Ronald Bayes
Carl Bennett

Foreign Languages

Carl Geffert
Catharine Neylans
William Loftus
Robert Valentine
Malcolm Doubles

Theatre

Art McDonald
John Carson

Religion

Leslie Bullock
Douglas Hix
Ron Crossley
Malcolm Doubles

Philosophy

William Alexander
Dick Prust
Spenser Ludlow
Ron Crossley

Music

James Cobb
Herbert Horn
Helen Rogers
John Williams
David Evans

General Information



General Information

About Laurinburg

Laurinburg has a population of about 12,000. In 1956 Laurinburg was the first city in North Carolina to be chosen as an All-America City and was selected again in 1967. Laurinburg is in Scotland County and serves as the county seat. Although traditionally agricultural, Laurinburg is now a regional center for industrial growth yet it still maintains "a small town atmosphere." In recent years several "blue chip" industries have located in Laurinburg.

A close relationship is maintained between the college community and the people of Laurinburg. St. Andrews student teachers are often placed in the public school system for internship and many students either live or hold jobs in town. The townspeople often enjoy the athletic competition, the concerts, and the plays on campus.

Laurinburg has churches of all major denominations. The college offers bus service to most of these each Sunday.

The town also has three theaters, several shopping areas equipped with ramps for the handicapped and four motels. The college also provides bus service to the downtown shopping areas and to the shopping centers in Laurinburg.

Laurinburg is served by air via Piedmont Airlines at Fayetteville, 40 miles north; by train via Seaboard Coast Line at Hamlet, 14 miles west; by bus via Greyhound and Trailways at Laurinburg.

WHO TO SEE FOR WHAT

Absences

The Instructor

Boating

College Union

P.E. Building

Cars on Campus

Student Personnel Services (to register a car)

Chartering a Club

College Union Director

Checks to Cash

\$5.00—College Store and Snack Bar

College Store

Business Office

Payroll Checks—Business Office

Snack Bar—amount of purchase

Dormitory Damage or Needs
 Suite Leader
 Residence Director or Dorm Manager
 Dorm Staff
 Director of Student Housing

Dormitory Regulations or Policy
 Inter-Dormitory Senate
 Dormitory Council

Films—Ordering and Showing
 College Union Board
 Audio-Visual Services
 College Union Director

Financial Aid
 Business Office
 Financial Aid Director

Functions involving refreshments
 Cardinal Management Services

Guests on Campus
 Residence Director

Games
 Attorney General

Housing Off-Campus
 Dean of Housing

Lost and Found
 Office of Student Personnel Services

Marriage
 Dean of Students

Meal Ticket
 Business Office

Honor Code Violations

Parking Ticket
 Pay at the Business Office

Publications
 Cairn, Department of English
 Dialogue, Secretary of College Christian Office
 Office of Student Personnel Services
 College Union

The Lance, Lance Office

The Lamp and Shield, The Lamp and Shield Office

Publicity

Development Office

W S A P

The Lance

College Union

Meetings—Reserving a Room

LA Building —Registrar

Vardell Building—Registrar

College Union—Office of Student Personnel Services

Cafeteria—Director of Food Service

Gym—Physical Education Office

Avinger Auditorium—Registrar

Room Changes

Office of Student Personnel Services

Scheduling Events

College Union Director

Sell or Solicit on Campus

Get Permission from the Business Manager and Dean of Students

Transferring and/or Transfer Credits

Registrar

Director of Admissions

Transportation to or from Train or Air Terminals

Office of Student Personnel Services

Wheel Chair Loan or Repair

Rehabilitation Office

Withdrawal from Class

Faculty Advisor

Professor

Registrar's Office

Withdrawal from College

Registrar

Working off Campus

Business Office

Working on Campus

Placement Office

Meetings—Reserving a Room

LA Building or Library—Registrar

Vardell Building—Music Department Office

College Union—Office of Student Personnel Services

Cafeteria—Director of Food Service

Gym—Physical Education Office

Room Charges

Office of Student Personnel Services

Scheduling Events

Chairman of the Calendar Committee

Sell or Solicit on Campus

Get Permission from the Business Manager and Dean of Students

Transferring and/or Transfer Credits

Registrar

Transportation to or from Train or Air Terminals

Office of Student Personnel Services

Wheel Chair Loan or Repair

Rehabilitation Office

Withdrawal from Class

Faculty Advisor

Professor

Registrar's Office

Withdrawal from College

Registrar

Working on Campus

Business Office

Working off Campus

Placement Director through Office of Student Personnel Services

STUDENT ASSOCIATION CONSTITUTION

PREAMBLE

Each member of the college community is expected to subscribe to the St. Andrews Honor Code: "As a member of the Honor Community of St. Andrews, I pledge that I will not lie, cheat, or steal, nor will I tolerate this conduct in any other member of the community. I will do all within my power to uphold the high standard of integrity and honor of St. Andrews."

ARTICLE I. NAME

This organization is known as the St. Andrews Student Association, hereinafter referred to as the Student Association.

ARTICLE II. MEMBERSHIP

Every student at St. Andrews Presbyterian College is a member of the Student Association.

ARTICLE III. ELECTED OFFICERS

Section 1. The officers of the Student Association, with the exception of the off-campus representatives to the Inter-Dormitory Senate, are elected in a general election each Spring Term before the end of the semester. Their term of office shall begin at their installation by the President of the College within two weeks after the close of the Student Association elections and shall end with the installation of new officers in the Spring Term of the succeeding year. The off-campus representatives shall be duly elected within four weeks after Fall registration.

Section 2. No student shall hold more than one elective office in the Student Association.

Section 3. The position of Suite Leader is an office of the Student Association, but is not considered as an elective office.

Section 4. Each candidate for a Student Association office must have properly filed for office with the Office of Student Personnel Services in accordance with the procedures set up by the Election Board and the Student Association Constitution.

Section 5. No student with probationary status shall be a candidate for or hold any elective or appointive office in the Student Association unless approved by the Faculty Executive Committee.

Section 6. A 2.0 St. Andrews cumulative grade point average shall be held at the end of the previous term. Exceptions may be made by the Faculty Executive Committee.

Section 7. Each elected officer must maintain a 2.0 St. Andrews cumulative grade point average.

Section 8. No Cabinet member shall serve in a voting capacity on any Student-Faculty committee unless otherwise specified in this Constitution or the Student Association By-laws.

Section 9. No elected officer may be an employee of Student Personnel Services.

Section 10. In a single position election the winner shall be determined by a simple majority of the total votes cast for that office. If no candidate receives a simple majority, there shall be a run-off election between the candidates who poll the two highest number of votes. In case of a tie in the run-off elections as stipulated, the matter shall be sent to the Inter-Dormitory Senate for resolution.

Section 11. In multi-position elections, the candidates receiving the most votes shall be elected. If the required number of positions cannot be filled, as a result of a tie, there shall be a run-off.

ARTICLE IV. EXECUTIVE BRANCH

Section 1. The Executive Officers of the Student Association Cabinet are the President, Vice-President, the Secretary, the Treasurer, and the Attorney General.

Section 2. Duties of the Executive Officers

a) The President serves as the official representative of the Student Association and President of the Student Cabinet, calls and presides over all meetings of the Student Association and the Cabinet, and, after consultation with the Cabinet, approves or vetoes within ten academic days all legislation passed by the Inter-Dormitory Senate. If by the end of the aforementioned ten days the President has not acted on the legislation, this legislation will be considered approved. The President also refers approved legislation to the Vice-President for Academic Affairs for final action. The President also appoints a member of the Cabinet to represent the Cabinet on the Student Life Committee.

b) The Vice-President serves as President of the Senate, serves as a member of the Student Cabinet, and assumes the office of the President if for any reason the President must vacate the office. In the President's absence, or at the request of the President, the Vice-President shall also assume the duties of that office.

c) The Secretary serves as a member of the Student Cabinet, is responsible for maintaining a permanent record of all minutes of the meetings of the Student Cabinet, and handles all correspondence of the Student Cabinet.

d) The Treasurer serves as a member of the Student Cabinet, draws up a budget for the Student Cabinet, receives proposed budgets from the different campus organizations requesting Student Association funds, and formulates the Student Association budget for the coming year in consultation with the Inter-Dormitory Senate. The Treasurer must submit the Student Association budget to the Inter-Dormitory Senate two weeks after the installation of all officers in the spring. If the budget is rejected, the Treasurer must re-submit the budget until it is approved; if it is not approved by two weeks after first submission, the Inter-Dormitory Senate will be responsible for compiling the Student Association budget. The Inter-Dormitory Senate will place the budget in final form.

The Treasurer is responsible for conducting a monthly audit of the books of every organization receiving Student Association funds. The Treasurer maintains a permanent record of all financial transactions of the Student Association, reports quarterly to the Inter-Dormitory Senate, and submits the Treasurer's books to the Business Office to be audited once per regular term and/or at the request of the Business Office or the Inter-Dormitory Senate.

e) The Attorney General serves as a member of the Cabinet. A more complete description of the duties of the Attorney General can be found in Article VI, Section 1.c.

Section 3. The Duties of the Cabinet.

a) The Student Cabinet is the executive body of the Student Association.

b) The Student Cabinet is composed of the President, Vice-President, Secretary, and Treasurer of the Student Association, the President of the College Union Board, an additional representative from the Senate who shall be elected within the membership of that body, the Attorney General, and the President of the College Christian Council. Advisory representation is selected by the Cabinet with the approval of the Faculty Executive Committee.

c) The Student Cabinet is the coordinating agency for campus student activities at an executive level. It makes recommendations to, asks opinions of, and hears all College-related bodies, implements all legislation, and approves all operating codes and by-laws of Student Association organizations.

d) The Cabinet shall fill such positions on committees as are necessary for the

operation of the Student Association unless otherwise specified.

e) The Cabinet shall notify the student body of all vacancies open to appointment. It shall receive nominations and self-nominations from the members of the student body, and shall have at least one meeting at which nominees shall express their wishes for attaining a particular position.

ARTICLE V. LEGISLATIVE BRANCH

Section 1. Inter-Dormitory Senate

a) The Inter-Dormitory Senate is the legislative body of the Student Association.

b) The Inter-Dormitory Senate consists of the Vice-President of the Student Association, the President and Vice-President of each dormitory, two off-campus representatives, and one representative from Highlands Dormitory. Advisory representation is selected by the Inter-Dormitory Senate with the approval of the Faculty Executive Committee.

c) The Inter-Dormitory Senate considers all questions of student welfare and general student interest, serves as coordinating body for Inter-Dormitory Activities and programs, considers and initiates all legislation, refers legislation to the Student Association President for his approval or veto, has the power to override the Student President's veto by a two-thirds vote of the Senate, hears recommendations from the Student Association Treasurer, and approves the budget.

The Inter-Dormitory Senate appoints committees necessary for the operation of the business of the Senate, fills any vacancies which occur in the Cabinet, has the power to impeach and remove from office any officer of the Student Association with a two-thirds vote of the Inter-Dormitory Senate, and by a two-thirds vote of the Senate gives consent for membership of Student Association Organizations in all local, regional, and national organizations.

ARTICLE VI. JUDICIAL BRANCH

Section 1. Attorney General

a) The Attorney General shall be the chairperson of the Judicial Committee and shall serve on the Cabinet as the representative of the Judicial system. The Attorney General receives all cases and refers each with its accompanying evidence to the courts with the proper jurisdiction, sees that defendants are aware of their rights, receives all appeals and sends them to the courts in which the appeals will be heard, receives minutes, and refers coversheets for approval by proper administrative personnel.

b) The Attorney General shall appoint with the approval of the Inter-Dormitory Senate, two assistant Attorneys General to assist in the execution of the duties and functions of that office. These students must have at least a 2.0 cumulative grade point average.

c) The Attorney General will act as prosecutor of any persons accused of an Honor Code or social offense, or assign prosecution to one of the assistant Attorneys General.

Section 2. The Judicial Committee

a) The membership of the Judicial Committee shall consist of the Attorney General and one member from each class appointed by the Cabinet with the approval of the Inter-Dormitory Senate. The Attorney General shall chair the committee. One member shall be chosen to serve as secretary. All members of the Judicial Committee are distinct from those on the Student Judiciary Board. The Dean of Students shall serve as a permanent advisor to this committee.

b) The Judicial Committee investigates all cases to be heard by courts in the

judicial system, keeps records of all public court proceedings and confidential records of all violations heard in dorm councils, handles any publication to be made of court decisions, and sees that all approved sentences are administered.

c) The Judicial Committee shall destroy all investigative records when the given case has been disposed of and all avenues of appeal have been exhausted.

Section 3. Rights of the Defendant

The defendant has the right to counsel of his or her choosing (faculty, administration or student), the right to a just trial without undue delay by the constituted court of the defendant's peers, the right to meet in person the accuser(s) at the trial, the right to call any witnesses, the right to be present during the trial until deliberation concerning the final decision begins, the right not to testify against oneself, the right to appeal, the right to judgment by the college administration in lieu of the defendant's peers, and the right not to be tried twice for the same offense.

Section 4. The Student-Faculty Appellate Board

a) The Student-Faculty Appellate Board is the highest judicial body representing the students, faculty and administration of St. Andrews Presbyterian College, which makes recommendations to the Vice-President for Academic Affairs, or that officer's appointed representative.

b) The Student-Faculty Appellate Board consists of two elected members from the incoming senior class, one elected member from the incoming junior class, one faculty member elected in keeping with the procedure provided in the Faculty By-laws, and one representative of the Dean of Students. The Board elects a chairperson from its membership.

c) The Student-Faculty Appellate Board interprets the Constitution of the Student Association, but has no other original jurisdiction. The Board hears all appeals from the Student Judiciary Board, and upon hearing an appeal, may uphold or reduce the original sentence, reverse the original decision, or recommit the case to court of original jurisdiction. All members of the Board are distinct from those on the Student Judiciary Board.

Section 5. Student Judiciary Board

a) The Student Judiciary Board is a student judicial body of the Student Association, which makes recommendations to the Vice-President for Academic Affairs of the College or that officer's appointed representative.

b) The membership of the Judiciary Board shall consist of seven elected students, five of whom shall serve one-year terms and two of whom shall serve two-year terms. Two Faculty representatives shall be appointed according to the procedure specified in Faculty By-laws to serve as advisors to the Student Judiciary Board. The Board shall select a Chairperson and a Vice-Chairperson from its membership. All members of the Board are distinct from those on the Student-Faculty Appellate Board and the Judicial Committee. A quorum shall consist of five members.

c) The Student Judiciary Board shall hear all cases involving Honor Code Offenses, violations of social regulations, and any other violations specified in the published College Regulations which have been referred to the Board. All cases shall be open to the public, except for the deliberation concerning the final decision. Twenty-four hour prior notice of time and place shall be posted on the Student Government Bulletin Board.

Section 6. Traffic Court

a) The Traffic Court shall consist of five members, to be approved by the Senate upon appointment by the Cabinet.

b) The Traffic Court shall consider all contested traffic tickets and shall notify the Business Office of its action.

c) Decisions of the Traffic Court may be appealed to the Student Judiciary Board.

Section 7. Summer Court

a) During the summer sessions a Summer Court shall handle all student judicial matters. It shall be a regularly constituted court and shall make recommendations to the Vice-President for Academic Affairs of the College or that officer's appointed representative.

b) The Court shall consist of five students to be appointed by the Cabinet with the approval of the Senate, and one faculty advisor appointed according to the procedures specified in the Faculty By-laws.

c) During the summer, the summer-coordinators shall assume the duties of the Attorney General.

ARTICLE VII. DORMITORY ORGANIZATION

Section 1. Dormitory Officers

a) Each dormitory shall elect from within the dormitory membership a President, a Vice-President, and Social Chairperson within the time specified by Article III in this Constitution. These officers must be full-time residents of the dormitory.

b) If a vacancy occurs within the office of the President by graduation, resignation, or removal, the Vice-President shall succeed to the office of President. If the office of Vice-President becomes vacant by succession, graduation, resignation, or removal, the office shall be filled by a duly constituted dormitory election. If vacancy occurs in both offices simultaneously, the offices shall be filled by a dormitory election.

c) A dorm President and Vice-President, as well as off-campus representatives to the Inter-Dormitory Senate, may be impeached by a two-thirds vote of their constituents.

Section 2. Dormitory Councils

a) A Dormitory Council is responsible for the general welfare of the students in a particular residence hall.

b) The membership of a Dormitory Council consists of the President, Vice-President, Social Chairperson, and Suite Leaders of the residence halls. The Resident Director may serve in an advisory capacity to the council, but shall not have a vote. Dormitory Council meetings may be called by any member of the Dormitory Council.

c) Dormitory Council has the power to legislate policies pertaining to the dorm, not in conflict with school policies, and to oversee dorm social plans.

d) A Dormitory Council has judicial powers with regard to dorm policies, not in conflict with school policies. or it may be a hearing or counseling body for dorm policies.

ARTICLE VIII. COLLEGE UNION BOARD

Section 1. The College Union Board coordinates the total program of dormitory and campus-wide social activities placed on a general social calendar in co-operation with the Office of Student Personnel Services.

Section 2. The membership of the College Union Board consists of the President and Vice-President of the College Union Board and one Social Chairperson from each dorm. A Secretary and Treasurer will be appointed by the President of the College Union Board with the consent of the members of the Board. A repre-

sentative of the Office of Student Personnel Services serves as advisor.

Section 3. The duties of the President are defined in the By-laws of the College Union Board as printed in the Student Handbook.

ARTICLE IX. COLLEGE CHRISTIAN COUNCIL

Section 1. The College Christian Council sponsors the activities of the various standing committees under its auspices, coordinates programs to further the spiritual growth in the college community, provides the means by which college and community communications and understanding may be promoted, and makes appropriations for such programs.

Section 2. The College Christian Council consists of a President, Vice-President, and a Secretary-Treasurer who are elected officers, the College Pastor, two faculty members from the Faculty Religious Affairs Committee appointed by the Vice-President for Academic Affairs, and the committee chairpersons as specified in the by-laws of the organization, all of whom are voting members.

Section 3. The duties of the President are defined in the By-laws of the College Christian Council as printed in the Student Handbook.

ARTICLE X. AMENDMENT PROCEDURE

Section 1. The Senate may initiate an amendment. An amendment passed by a two-thirds vote of the Senate is automatically posted in the College Union for two weeks, at the end of which time it is presented to the Student Association members for a vote. A two-thirds vote of the Student Association members voting is necessary for adoption. If adopted, it is subject to approval by the Student Life Committee, and becomes effective with the signature of the Vice-President for Academic Affairs of the College.

Section 2. The members of of the Student Association may initiate an amendment by presenting a petition to the President of the Student Association signed by at least one-third of the members of the Student Association. The President of the Student Association posts the petition in the College Union for two weeks at the end of which time it is presented to the Student Association for a vote. A two-thirds vote of the Student Association members voting is necessary for adoption; with the approval of the Student Life Committee and the Vice-President for Academic Affairs, the amendment becomes part of this Constitution.

Section 3. By-laws of this Constitution are amended by the Inter-Dormitory Senate. Any proposed By-law amendment must be presented to the Senate and then posted in the College Union for one week, at the end of which time it is presented to the Senate for approval by a two-thirds vote of those present. If adopted, the amendment is subject to the approval of the Student Life Committee and the Vice-President for Academic Affairs.

Section 4. The St. Andrews Student Association Constitution shall be revised every five years beginning with the Spring Term, 1980, only to include all amendments and to exclude all redundancies.

ARTICLE XI. BY-LAWS OF STUDENT ASSOCIATION ORGANIZATIONS

Each organization of the Student Association must enact a set of by-laws within one month of its first business meeting consistent with the provisions of this Constitution. These by-laws must be kept on file in the Cabinet office.

ARTICLE XII. RATIFICATION

This constitution shall become effective upon ratification of the Inter-Dormitory Senate, the Cabinet, the Student Life Committee, the majority of the Students voting, and the Faculty, and with the signature of the President of the College.

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Hail, St. Andrews!

Words by Donald F. and
Robert MacDonald
In stately tempo

Tune: "Maighceanan na h' Airidh"
Traditional Scots Gaelic Air
arr. by MacDonald

1. Hail to thee our Al-ma Ma-ter! Bold thy Banner wav-ing o'er us!
2. Hail, all hail to thee St. An-drews May thy cour-age be un-bend-ing.



Let each loy-al son and daugh-ter proud-ly stand and raise the cho-rus:
Guid-ed by His migh-ty hand whose loving mer-cy knows no end-ing



From old Sco-tia's lof-ty lands to Ca-ro-lin-a's gen-tle plain--
With thy sal-tire raised be-fore us-- cross of white and field of blue-



Now thy no-ble name, St. An-drews — Ev-er glor-ious shall re-main!
we pro-claim thy faith vic-tori-ous — and thy vis-ion ev-er true!



**St. Andrews
Presbyterian
College
1975—1976**

